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## LEAD CAMP COUNSELOR

**Updated 2.20.2020**

**Full time, seasonal June 1<sup>st</sup>-September 4<sup>th</sup>, 2020**

**Monday-Friday, some evenings and overnights required**

**Reports to:** Education Programs Coordinator

Riverbend is not-for-profit 501 (c) 3, located in Gladwyne, PA, whose mission is to teach environmental principles to children in Southeastern Pennsylvania, through a direct connection with nature, inspiring respect for our natural world and action as aware, responsible and caring citizens. We work with teachers, students and families in the greater Philadelphia region to build environmental literacy and connect people with nature through high quality environmental education programs. We are committed to providing experiences that are innovative, culturally relevant and effective. The Education Programs Coordinator is integral to our success as a regional leader as we implement new strategies and plans for significant organizational growth.

Riverbend is seeking self-motivated, energetic and passionate educators for Riverbend Nature Camp. Every week 70-100 children, ages 3-11 come to our 30-acre Gladwyne preserve for nature-based exploration and learning. The atmosphere is friendly, and camper centered. Curriculum is implemented by professional staff with a strong emphasis on exploring and expanding children's interests and fostering a life-long connection to nature. Some programs take place at other sites and include weekly cookout or campout programs at Riverbend. Groups are generally 12-14 children, led by a Camp Counselor and Assistant Camp Counselor.

### **Key Responsibilities:**

- Lead camp counselors supervises a group of 12-14 campers for whom they have primary responsibility with the assistance of an assistant camp counselor. Duties include group management, ensuring camper safety, implementing lesson plans, chaperoning field trips and staffing cookouts and overnights with older groups of campers.
- Supervise Educator-in-Training (EIT) high school volunteers who are assigned to your group.
- Lead and assistant counselors are expected to work together as a team and both report to the Education Programs Coordinator.
- Implement curriculum, adapting to the specific needs of campers.
- Support behavioral and group management and implement activities independently with campers. This could include chaperoning offsite field trips, cookouts and campouts with older campers.
- Maintain camp and program supplies.
- Supervise activities with campers in before and after care.
- Supervise campers moving from group activities, to the restrooms or during lunch.
- Assist with camper pick up and drop off carline, which includes assisting campers into and out of vehicles and communicating with parents and guardians.



- Assist with animal care as needed.
- General upkeep of the facility each day and weekly facility chores on Fridays.

### **Qualifications and Skills**

- Successful completion of pre-employment screening including criminal background check, FBI fingerprint check and Pennsylvania Child Abuse History Clearance.
- Working towards or earned a degree in Environmental Education, Biology, Ecology or other related field.
- 1-2 experience managing groups of children in a professional setting.
- Demonstrated experience teaching using informal education strategies like inquiry based, place-based and experiential learning.
- Experience working with audiences from various age groups, backgrounds and cultures.
- Exceptional communication skills and relationship building skills.
- Solutions oriented problem solver. Strong decision-making skills and ability to work independently.
- Dependable, with a strong work ethic and self-motivation and ability to work independently.
- Ability to prioritize and manage multiple tasks in a team-oriented environment.
- Experience working in a fast-paced, results-oriented environment and demonstrated flexibility in meeting shifting demands and priorities.
- A positive attitude and collaborative approach to working on a team.
- Passionate about Riverbend's mission.

### **Working Conditions and Physical Requirements**

- Work will be split between a renovated barn, and outdoors in natural areas on Riverbend's property and other nature preserves.
- Manage and teach programs outdoors in all conditions.
- Regularly will need to walk trails with lots of hills and uneven ground.
- Regularly will need to work with live animals including insects, reptiles, amphibians, mammals and fish.
- No allergies to plants or animals that may interfere with the ability to perform the job.
- Ability to safely lift and carry 50 lbs. for a distance of 25 ft.
- No impairment of sight, smell, hearing, touch, balance, and agility of movement (which cannot be corrected with appropriate device) which may interfere with the ability to perform work.
- Ability to maintain focus under pressure and make adjustments to accommodate program and client needs.



### **Additional Requirements**

- Successful completion of a post-offer background check, including criminal, driving records and ability to obtain PA Child Abuse History Clearance and FBI Fingerprinting.
- Schedule will be Monday-Friday between 8:00am-6:00pm and vary based on camp assignment. Counselors are required to be available from June 1- September 4<sup>th</sup>.

**To Apply:** Please send a formal letter of interest and resume attached as either PDF or Word documents to [emccool@riverbendeec.org](mailto:emccool@riverbendeec.org) with "Lead Camp Counselor" in the subject line. Please, no phone calls or mailed applications.

**Anti-Discrimination Policy:** Riverbend does not discriminate based on ethnicity, race, gender or sexual orientation and encourages all qualified individuals to apply.