



## CAMP ACTIVITY LEADER POSITION DESCRIPTION

### MINIMUM QUALIFICATIONS

- High school diploma and 1 year of college or post-high school work experience in a related field
- Ability to, or willingness to learn how to lead campers with special needs in a residential setting, including monitoring and managing behavior and planning and implementing camp activities

### DESIRED QUALIFICATIONS

- Knowledge of child and youth development, including physical, psychological and educational aspects of development
- Ability to create, plan, organize and carry out daily and special programs
- Specialized training, certification, skills or experience in one or more of the following: CPR/First Aid, Lifeguarding, Water Safety Instruction, Kayaking/Canoe/Stand Up Paddle Board Instruction, Sailing, Challenge Course Facilitation, Environmental Education, Visual Arts, Theatre Arts, Music, Behavior Management, other related skills
- Experience working with children and/or youth in a camp setting or related setting

### RESPONSIBLE TO

- Program Managers, Camp Director, Camp Leadership Staff

### CAMP GOALS

- To enrich the lives of children and adults with special needs through unique camping, environmental studies, retreat experiences and other programs
- To help children and adults with special needs and their families develop self-confidence, the ability to better care for their own educational, psychosocial, and/or health needs, and to form successful networks of support with one another and their communities

### GENERAL RESPONSIBILITIES

- To live and work in a community residential setting providing care for children with special medical, physical, emotional, social or financial needs; camp sessions may include day camp sessions as well as residential sessions that last from 1 to 6 nights.
- To travel to surrounding areas to help with Aranzazu-to-You program, facilitating adapted camp activities while taking camp to where the campers are.

- To help design, create, and produce virtual programming in the form of video activities and tutorials, social media posts, and live media productions for campers who are not able to attend camp.

## **SPECIFIC RESPONSIBILITIES**

- To use interpersonal and communication skills to create a group/team environment at camp as a whole and establish rapport with buddy cabin
- To provide leadership in assigned program camp activities
- To assist camp leadership staff and fellow activity staff through actively participating in, supervising, adapting and implementing program activities at camp, offsite through Aranzazu-to-You programs, and through our virtual camp programming
- Follow risk management policies for assigned program areas, as well as the entire camp
- To encourage respect for personal property, camp equipment and facilities
- To monitor campers' health and condition in partnership with medical staff, including providing regular communication with medical staff
- To occasionally serve as counselor in cabin groups consisting of camp staff, children or adults with special needs, and volunteer counselors through all aspects of camp life
- Complete assigned duties as part of Hospitality and Housekeeping or "H&H" team to help maintain the beauty and cleanliness of camp
- These are not the only duties and functions to be performed. Some may be reassigned and additional duties and functions may be assigned as deemed appropriate by Camp Leadership Staff

## **PHYSICAL ASPECTS OF THE JOB**

- Visual and auditory ability to respond to environmental and other hazards related to program activities. Requires the ability to visually observe campers' activity and to verbally communicate and aurally hear campers' replies
- Ability to lift and transfer a minimum of 50 lbs, with or without reasonable accommodations
- Ability to traverse 104 acres with or without reasonable accommodations
- Cognitive and communication abilities to plan and conduct activities to achieve camper development objectives
- Ability to observe camper, volunteer and staff behavior - assess for appropriateness, while enforcing appropriate safety regulations, emergency procedures and applying appropriate behavior management techniques