



Job Title: **Summer Camp Activity Leader and Media Specialist**

Classification: **Non-Exempt**

Reports to: **Camp Director**

DESCRIPTION:

To further the mission of the camp by delivering program activities that are safe, fun, and appropriate to the campers age and abilities. Assist in the management of the programs and events at the direction of the Assistant Camp Director and Program Manager. Help manage photography, videography, and social media marketing under the supervision of the Program Team and Development Associate. This job combines the duties of the typical Camp Aranzazu Activity Leader with those of a social and digital media specialist. You will spend approximately 40% of your time overseeing campers with special needs and chronic illnesses, and 60% of your time providing media support through photography, videography, and hands on organization and presentation of these resources in regards to camp and its needs.

QUALIFICATIONS:

- High School Diploma and 1 year of college or post-high school work experience in a related field
- Ability to lead campers with special needs in a residential setting, including monitoring and managing behavior, planning and implementing camp activities.
- Basic understanding of iMovie, social media sites, photography, and videography.

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 with special needs and their families develop self-confidence, abilities 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
- To utilize multimedia outlets as a way to raise awareness about Camp Aranzazu and paint a picture of what happens at camp for both partners and the general public.

ESSENTIAL JOB FUNCTIONS:

- To use interpersonal and communication skills to create a group/team environment in camp as a whole and establish rapport with buddy cabin
- To provide leadership in assigned program camp activities
- To assist Camp Director, Camp Leadership Staff, and fellow staff through actively participating in, supervising, adapting, and implementing program activities
- 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 on these issues

- To occasionally serve as counselor in residence in cabin groups consisting of camp staff, children with special needs, and volunteer counselors through all aspects of camp life
- Complete assigned cleaning duties as part of “Housekeeping & Hospitality” 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 the Camp Director and Camp Leadership Staff
- 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
- Uphold all privacy precautions when using multimedia around camp
- Capture day to day moments of camper activities via photography and videography
- Organize, edit, share, and cull all photos and videos
- Create end of session slideshows for partner camps, show them at the end of the session, publish them, and save them to a sharing device
- Take video interviews of campers, staff, and partners to be used in advertisement, recruitment, and donor recognition

PHYSICAL ASPECTS OF THE POSITION:

- Visual and auditory ability to respond to environmental and other hazards related to program activities. Requires the ability to visually observe campers’ activities 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 86 acres with or without reasonable accommodations
- Cognitive and communication abilities to plan and conduct activities to achieve camper development objectives
- Ability to observe staff, volunteer, and participant behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior management techniques