

**GIRL SCOUTS HEART OF THE HUDSON, INC.**

<b>DEPARTMENT:</b> GIRL Expirence and Outdoor Program	<b>CAMP TYPE:</b> Residential Camp
<b>SALARY:</b> \$3,500	<b>STATUS:</b> Seasonal, Full-Time
<b>REPORTS TO:</b> Program Coordinator	<b>FLSA:</b> Exempt
<b>SUPERVISES:</b> Ropes Specialists, Archery Specialist, Adventure Specialist	
<b>CAMP LOCATION:</b> Rock Hill Camp	

**POSITION SUMMARY:**

To enrich the campers experience at camp through the development and delivery of archery and challenge/ropes course activities that are appropriate to the campers’ ages and abilities while maintaining safe programs as directed by Girl Scouts of the USA, American Camp Association and the New York State Department of Health.

**KEY FUNCTIONS & RESPONSIBILITIES:**

- Give instruction to campers and staff in archery and challenge/ropes course skills and safety and delivers progressive archery and challenge/ropes course activities.
- Overall operation of Archery and Challenge/ropes course ensuring proper training and enforcing safety rules
- Create and submit lesson plans.
- Evaluate abilities of campers and staff.
- Manage ropes/archery specialists.
- Requisition necessary equipment and supplies before and during camp; care for and secure equipment; request necessary repairs.
- Keep records and report as necessary. Fill out mandatory daily equipment inspections.
- Ensure campers and staff know and follow safety procedures.
- Report any illness or injury to the Nurse/EMT and Camp Director promptly and complete accident/incident reports.
- Must be able to attend all dates of ropes training and archery training (as needed)
- Provide up to date inventory at conclusion of camp season.
- Other duties as assigned.

**QUALIFICATIONS:**

- Successful completion of background check.
- Must be at least 21 years old.
- High School Diploma or equivalent.
- Experience in working with children.
- Girl Scout and Camp experience preferred.
- Current certifications in Archery and challenge/ropes course operations and instruction.
- Ability to stand for long periods.
- Capable of lifting and carrying items over 15 lbs.

- Proficient in navigating rough terrain.
- Comfortable being active for extended durations.

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed above are representative of the knowledge, skill and/or ability required. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential duties.

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

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