

<b>Job Title:</b>	Science and Nature Counselor	<b>Reports To:</b>	Assistant Director
<b>Department:</b>	Outdoor	<b>Travel Required:</b>	Minimal
<b>Location:</b>	Camp Linden- Linden, MI Camp Merrie Woode- Plainwell, MI	<b>Status:</b>	Seasonal
<b>Salary:</b>	\$60 per day (position requires a 6-day workweek)	<b>Date Posted:</b>	February 14, 2019

**To apply please include a cover letter, resume, or employment application. Applications accepted by:**

**Subject Line:** Science and Nature Counselor - Preferred location  
**Email:** [camplinden@gshom.org](mailto:camplinden@gshom.org) or [campmerriewood@gshom.org](mailto:campmerriewood@gshom.org)  
**Website:** <https://www.gshom.org/en/our-council/careers.html>  
**Fax:** (269)492-1439

**MAIL: HR – OUTDOOR DEPARTMENT**

Girl Scouts Heart of Michigan  
 Subject Line: Camp Counselor –  
 601 W Maple  
 Kalamazoo, MI 49008

**Job Description**

**POSITION SUMMARY/OBJECTIVE**

Camp Counselors are the primary caregivers for each camper. The Science and Nature Counselor is responsible for planning and implementing intentional activities for girls during specified activity blocks while fulfilling counselor duties all other times.

**ESSENTIAL FUNCTIONS**

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Under the supervision of the Assistant Director, create educational and creative lesson plans for science and nature activities which will appeal to a variety of age levels and learning styles.
- Apply basic youth development principles to empower girls, embrace diversity, aid in competency development, and build connections.
- Keep track of inventory of science and nature materials and let Assistant Director know when something needs to be ordered or repaired.
- Supervise campers during both structured and unstructured times.
- Maintain cleanliness and organization of all science and nature program materials.
- Assist in other program areas when not leading science and nature.
- Adapt activities as necessary to create a progression based on the needs and experience of the participants.
- Maintain high standards of health and safety in all activities for campers and staff.
- Provide the daily care of each camper within your supervision including recognition of their physical, emotional, and psychological needs Be alert to campers and staff needs and assist them with personal and/or health problems, and discuss with camp Health Officer and/or Camp Director when appropriate.
- Assist in the management and care of the camp and its facilities. Perform maintenance as trained and able; report repairs or maintenance needed promptly to the Camp Director.
- Be a role model to campers and staff in your attitude, behavior and following of camp procedures.
- Participate enthusiastically in camp activities, planning, and leading those as assigned.
- Follow and uphold all risk management procedures at activities, including high adventure areas such as the waterfront and archery range.
- Deliver First Aid/CPR and follow camp emergency procedures as needed
- Other duties as assigned.

**QUALIFICATIONS/EDUCATION**

- 18 years old or 17 years old with a high school diploma.
- Ability to interact with all age levels.
- Previous experience with overnight camp or children preferred.

- Must be willing to become a member of Girl Scouts.
- Must be able to pass State and National background check.
- Desire and ability to work with children outdoors.
- Knowledge of the Girl Scout program preferred.

**COMPETENCIES**

- Conflict Management
- Behavior Management
- Teamwork Orientation
- Youth Development
- Activity Instruction
- Patience

**WORK ENVIRONMENT**

Operates in a professional camp environment and will live on site, in units with campers. Ability and willingness to work in various activity areas within camp (archery, campfire, waterfront, hiking, etc.) in all types of weather from rain, snow, extreme heat and cold. Must be able to move around the camp property to assist campers in their activities. Will spend majority of hours each day standing and interacting with children.

**WORK SCHEDULE**

- Position requires flexibility with schedule, typical schedule is Sunday through Friday
- Position requires living on site and working evenings.

**SUPERVISORY RESPONSIBILITY**

This position has no supervisory responsibility.

**COMPENSATION**

- Room and board
- \$60 per day (position requires a 6-day workweek)

**LOCATION EMPLOYMENT DATES**

Camp Merrie Woode: June 16<sup>th</sup> through August 11<sup>th</sup>, 2019

Camp Linden: June 16<sup>th</sup> through August 11<sup>th</sup>, 2019

**EQUAL EMPLOYMENT OPPORTUNITIES STATEMENT**

Girl Scouts Heart of Michigan provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, ancestry, national origin, gender, sexual orientation, marital status, religion, age, disability, gender identity, results of genetic testing, or service in the military. Equal employment opportunity applies to all terms and conditions of employment, including hiring, placement, promotion, termination, layoff, recall, transfer, leave of absence, compensation, and training.

**OTHER DUTIES**

Please note 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.



**Signatures**

This job description has been approved by all levels of management:

Manager\_\_\_\_\_

HR\_\_\_\_\_

Employee signature below constitutes employee's understanding of the requirements, essential functions and duties of the position.

Employee\_\_\_\_\_ Date\_\_\_\_\_