



Highlands Center for Natural History

Job Announcement

JOB TITLE: Spring & Summer Nature Camp Leader
Location: Highlands Center for Natural History (HCNH)
Reports To: Education Director
Salary Range: \$15.15-\$17.15/hour, 16-46 hours/week, March 13-17, May 29-July 21
*1 week over spring break 8 weeks over summer break
FLSA Status: Seasonal – Part Time or Full Time
Closing Date: Open until filled. Applications will be reviewed as they arrive.

RESPONSIBILITIES:

The Summer Nature Camp Leader works directly with the Highlands Center for Natural History Education Team to provide safe and quality Nature Camp experiences in line with the mission, core values and strategic plan of the Center. The Camp Leader will co-lead groups of 16-18 day campers ages 4-13, 8 hours a day for 7 weeks of camp and complete roughly 30 hours of training. Summer Nature Camps are model outdoor education experiences - thus leaders can expect to be active and outdoors the entire week.

The responsibilities of the Summer Nature Camp Leader are as follows:

1. Safety: Work with Education Coordinators to ensure the mental and physical safety of all campers

- Practice active and collaborative supervision of campers
- Model inclusive and professional language and behavior with campers, camp guardians, HCNH staff and visitors
- Tune in and practice responsive leadership to campers social-emotional and physical needs
- Administer first aid (within training limits) as needed
- Effectively communicate with co-staff and “base” staff using walkie-talkies and in-person
- Responsibly use medical and other personal camper information as needed
- Respond to emergencies in a professional way (within training limits) as needed

2. Program Facilitation: Work with Education Coordinators to facilitate an educational and fun experience for all campers

- Serve in an active and supportive facilitator role during educational camp activities (ie. group management, set-up/clean-up, engaging campers on the periphery)
- Serve in a primary facilitator role during educational camp activities (ie. lead a game, introduce and guide learning activities, lead a hike)
- Work collaboratively with Education Coordinators to map out each week of camp, providing insight and creativity

- Maintain a flexible approach to facilitation based on weather, individual campers, time, etc.
- Serve as primary supervision during pick-up/drop-off times and as needed

3. Other Duties:

- Actively participate in training the week before the camp season
- Engage in check-ins and debriefs throughout the weeks with co-staff and Education Director
- Creatively contribute to the content and delivery of Nature Camps
- Continually evaluate self and program with an eye towards lessons learned (ie. what works, what can be improved)

QUALIFICATIONS

- Current enrollment in an undergraduate program, or completion of an undergraduate program
- Knowledge of and /or demonstrated ability to learn the natural history of the Central Arizona Highlands.
- Knowledge of and /or demonstrated ability to learn the best practices in outdoor education.
- Experience working with others, especially youth, in the outdoors
- Experience working collaboratively with peers
- Ability to work actively in the outdoors for long periods of time
- First aid/CPR certification (can be obtained before camp) or higher level of medical training
- All employees of the Highlands Center for Natural History must be fingerprinted for a background check in the state of Arizona
- Minimum 18 years of age

TO APPLY: Send cover letter, resume and two professional references to:

Sarah Vincent, Education Director
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www.highlandscenter.org