



Summer Camp Lead Instructor Job Description

Positive Energy Outdoors

4757 Datka Road

Duluth, MN 55803

www.outdooredventures.org

info@outdooredventures.org

218-391-0147 or 218-428-5990

Job Title: Summer Camp Lead Instructor

Supervisors: Blake Cazier and Stephanie Love, Positive Energy Program Co-Directors

Job Description: Full Time (Exempt)

Minimum Education: BA/BS preferred

Start Date: Week of May 18, 2015

The Positive Energy Outdoors Summer Camp Lead Instructor works as part of a small team to operate a comprehensive outdoor education program that includes day camps, inland lake and Lake Superior kayak skills courses and tours, rock and ice climbing instruction and guiding, portable climbing wall, stand-up paddle boarding, team building, renewable energy education, forest history, orienteering/hiking, driving draft horses, dog sledding, skijoring and snowshoeing. Day Camp programs and activities take place from our base 15 miles north of Duluth, MN, in Duluth, and on the North Shore of Lake Superior.

Positive Energy Outdoors Summer Camp Lead Instructor works with participants from diverse backgrounds, serving all ages and abilities. Our outdoor education programs combine physical skill building, social and emotional learning and time in nature. Youth programming uses the Active-Participatory Approach, a youth-focused framework of best practice methods and principles developed by the HighScope Foundation and the David P. Weikart Center for Youth Program Quality. Positive Energy Outdoors uses the Active-Participatory Approach to engage youth as leaders within our programming, with a focus on continuous quality improvement.

As a Positive Energy Outdoors Summer Camp Lead Instructor you will have the opportunity to increase your skills as an outdoor educator and youth worker, gaining experience that promotes your professional and personal development. For this position, we are looking for self-motivated individuals with a desire to develop their skills and abilities through practice, observation and reflective dialogue.

Summer Camp Instructors with Positive Energy Outdoors should understand and support our mission, goals and vision.

Positive Energy Outdoors, a Duluth, Minnesota based 501(c)3 not-for-profit organization, *encourages people and animal powered exploration of the outdoors. Programs emphasize teamwork, healthy risk taking, and positive communication, creating learning opportunities that can lead to a lifetime of active adventures.* We support youth and adults in their search for healthy outdoor experiences through:

- **Team Building:** Creating increased opportunities to connect cooperatively with peers, family, community and mentors through interesting and challenging activities that set high expectations for participants
- **Access:** Providing unique physical activities that not all families, individuals, organizations or schools can provide or afford
- **Experiential Learning:** Offering meaningful participation in activities through a participatory learning approach that promotes interpersonal skills, life skills, healthy choices and positive risk taking among participants
- **Leadership/Volunteer Development:** Creating leadership opportunities through participation in service projects and community events

***Vision:** Positive Energy Outdoors provides unique, professionally led outdoor education experiences which exceed national standards and best practices for safety and program quality.*

Summer Camp Instructors work from 8 am - 5 pm Monday-Friday of day camp weeks. In addition, the position requires two weeks of overnight camping (July 30, and August 1-15). Hourly compensation during non-camp weeks is available. Duties and hours vary from day to day depending on the programming and events scheduled, as well as the skills and interests of the Summer Camp Instructor. The instructor may take unpaid time off during non-camp weeks if no other programming or events are scheduled.

Summer Camp Lead Instructor duties include:

- Active participation in orientations, training, staff meetings, individual coaching/feedback meetings and quality improvement processes
- Lead all elements of a high quality day camp program for children in grades pre-K -6 and youth in grades 7-12.
- Lead kayak, SUP, hiking, portable climbing wall/belaying, swimming, draft horse driving, meeting sled dogs and other activities according to camper interest and camp theme
- Assist with programs at outdoor rock climbing sites
- Assist with non-day camp kayak, SUP or climbing programs during non-camp weeks
- Driving a passenger van, car or truck and trailer to transport participants or equipment
- Communicating with parents/guardians and participants as necessary
- Supervision of volunteers (including youth in the Counselor in Training program), interns and part time staff
- Other duties as required

Desirable skills, experience, and qualifications include:

- Outdoor recreation, youth development, experiential education, environmental education or teaching degree/major preferred, plus relevant skills, teaching experience and/or certifications in one or more outdoor activities such as kayaking, climbing, naturalist interpretation, orienteering, team building/ropes course facilitation, hiking, camping, Leave No Trace, etc. (ACA, BCU, AMGA or PCIA certified or equivalent experience preferred)
- Experience facilitating outdoor activities with diverse groups and ages (pre-K through adult), including participants with physical, developmental and/or behavioral issues
- Experience facilitating youth led programming with an emphasis on continuous quality improvement using the Youth Program Quality Assessment Tool and the Active-Participatory Approach (training available)
- Love of dogs and horses
- Strong work ethic--physically able to work long days in cold, hot, wet, icy, muddy and/or windy conditions, able to lift up to 75 pounds and tolerate dust, heat and cold, comfortable on frozen lakes and icy ground

- Current first aid (Wilderness First Aid, Wilderness First Responder or Wilderness EMT preferred), Wilderness Water Safety or Lifeguard certification and current CPR for the Professional Rescuer or BLS for Healthcare Providers certification (training available)
- Current driver's license and clean driving record
- Attention to detail--ability to follow procedures/implement systems and manage multiple priorities in a fast paced environment with and without supervision
- Adaptability and creativity while working in a dynamic environment where not all elements are under your control
- Enjoys working as part of a team and as an individual
- Has initiative to see and follow through with "next steps" to be taken, with or without direct supervision
- Willingness to give and receive feedback and coaching on individual task performance, team task performance and program quality
- Flexible, friendly and able to ask questions--displays a positive attitude, even in challenging situations
- Stays calm under stress, appreciates that learning opportunities come from challenges
- Able to think critically about how to solve problems or prevent them from happening in the future
- Self reflective and not afraid to ask for help, seek additional resources or admit mistakes

Compensation/Benefits: Day Camp Lead Instructors receive a salary of \$400/week (5 weeks) of day camp and \$600/week of resident camp (two weeks). Hourly work during non-camp weeks is paid at \$10/hour.