

Camp Wonderful

Job Description

Job Title: **Program Specialist: Adventure Challenge**
Incumbent:
Classification: *Nonexempt (Seasonal)*
Reports to: *The position generally would report to the Program Director although in large camp operations this position may report to an environmental or outdoor education director.*

Position Purpose:

To further the mission of the camp through the development and delivery of adventure challenge activities at the camp. Deliver adventure challenge activities that are safe, fun, and appropriate to the campers' age and abilities. Assist in the management to the physical operation of the adventure challenge facilities and equipment.

Essential Job Functions:

1. Deliver a fun adventure challenge program to campers.
 - ♦ Write lesson plans that meet camp outcomes and the abilities of the campers.
 - ♦ Evaluate adventure challenge abilities of campers and staff.
 - ♦ Deliver progressive adventure challenge program activities.
 - ♦ Evaluate the success of the adventure challenge programs and the development of the campers' abilities and skills in adventure challenge.
 - ♦ Expand the camp's activities with new games and initiatives.
 - ♦ Develop new processing and debriefing tools.
2. Ensure that camp staff and campers know and follow safety and educational procedures in adventure challenge.
 - ♦ Assist in the implementation of staff training for adventure challenge activities.
 - ♦ Provide guidelines for a program utilizing the initiatives and the challenge course.
 - ♦ Train other staff in their adventure challenge responsibilities including spotting.
 - ♦ Ensure campers and staff follow safety procedures for adventure challenge activities.
3. Assist in the management and care of the physical facilities and equipment in the waterfront program area.
 - ♦ Conduct daily check of area and equipment for safety, cleanliness, and good repair.
 - ♦ Maintain the adventure challenge course equipment and elements.
 - ♦ Clean challenge course area daily keeping it free of hazards and debris.

Other Job Duties:

- ♦ Participate enthusiastically in all camp activities, planning, and leading those as assigned.
- ♦ Participate as a member of the camp staff team to deliver and supervise evening programs, special events, overnight, and other all-camp activities and camp functions.
- ♦ Assist in the planning of any special events on or near the waterfront.

Relationships:

Program Specialists often have direct relationships with the counseling staff and may actually serve as a Counselor with a camper group when not on duty during adventure challenge activities. Note the role of the maintenance department in checking, maintaining, and repairing the challenge course.

Equipment Used:

Identify the specific equipment, facilities, and watercraft utilized at the camp, which may be the responsibility of this position. Note the size of the craft, type of waterfront, and related hazards.

Qualifications: (*Minimum Qualifications and Experience*)

- ♦ Current certification in challenge course operation or documented experience and training.
- ♦ Current certification in first aid and CPR.

Knowledge, Skills, and Abilities:

- ♦ Training and experience in teaching adventure challenge activities.
- ♦ Desire and ability to work with children outdoors.

Physical Aspects of the Position:

- ♦ Ability to communicate and work with groups participating (age and skill levels) and provide necessary instruction to campers and staff.
- ♦ Ability to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques.
- ♦ Ability to observe staff behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate management techniques.
- ♦ Visual and auditory ability to identify and respond to environmental and other hazards related to the activity.
- ♦ Physical ability to respond appropriately to situations requiring first aid. Must be able to assist campers in an emergency (fire, evacuation, illness, or injury) and possess strength and endurance required to maintain constant supervision of campers.

Some physical requirements of an adventure challenge position could be endurance including climbing, standing, some bending, stooping, and stretching. Requires eye-hand coordination and manual dexterity to manipulate waterfront equipment and waterfront activities. Requires normal range of hearing and eyesight to record, prepare, and communicate appropriate camper activities/programs and the ability to lift up to 50 lbs. Willingness to live in a camp setting and work irregular hours delivering program in the facility available. Operate with daily exposure to the sun and heat and varying environmental conditions.