

Camp Wonderful

Job Description

Job Title: **Program Specialist: Field Sports**
Incumbent:
Classification: *Nonexempt (Seasonal)*
Reports to: *The position generally would report to the Program Director. Although in some camp operations if there is a large sports program, this position may be part of a sports department and report to a sports director.*

Position Purpose:

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

Essential Job Functions:

1. Develop and deliver a field sports program that is appropriate for the age and ability of the campers
 - ♦ Write lesson plans that meet camp outcomes and the abilities of the campers.
 - ♦ Evaluate abilities of campers and staff.
 - ♦ Deliver progressive field sports activities. *It would be important here to specify specific sports that this person may be responsible for such as softball, baseball, soccer, field hockey, lacrosse, or others.*
 - ♦ Evaluate the success of the field sports program.
2. Ensure that camp staff and campers know and follow safety and educational procedures.
 - ♦ Assist in the implementation of staff training for field sports.
 - ♦ Train other staff in their responsibilities when at field sports.
 - ♦ Ensure campers and staff follow safety procedures.
3. Assist in the management and care of the physical facilities and equipment in the field sports program area
 - ♦ Maintain the field sports equipment including balls, bats, nets etc. *It would be important here to specify specific sports equipment that this person may be responsible for such as softball, baseball, soccer, field hockey, lacrosse, or others.*
 - ♦ Ensure the security of the field sports equipment when not in use.
 - ♦ Conduct a daily check of the area and equipment for safety, cleanliness, and good repair.
 - ♦ Clean field sports equipment on a set schedule.

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, overnights, and other all-camp activities and camp functions.
- ♦ Assist in the planning of any special events.

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 teaching field sports. Note the role of the maintenance staff in regard to this position and the care of the field sports equipment and sports fields.

Equipment Used:

Identify the specific equipment available at the camp for field sports in relation to the specific sports listed above.

Qualifications (Minimum qualifications and experience)

- ♦ Documented experience in field sports instruction or documented training and experience in the variety of sports the camp offers.
- ♦ Current certification in first aid and CPR.

Knowledge Skills and Abilities:

- ♦ Training and experience in teaching field sports to children.
- ♦ Experience in setting up, securing, and maintaining field sports equipment.
- ♦ Knowledge of sports medicine or athletic training desirable.

It is important to list the specific equipment and field sports areas this position is responsible for such as softball, baseball, soccer, field hockey, lacrosse, or others.

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 a field sports position could be endurance including standing, running, some bending, stooping, and stretching. Requires eye-hand coordination and manual dexterity to manipulate equipment and demonstrate sports activities. Requires normal range of hearing and eyesight to record, prepare, and communicate appropriate camper activities/program. Willingness to live in a camp setting and work irregular hours delivering program in the facility available.