

January 2021

Title: Summer Camp Naturalist
Department: Education
Reports to: Summer Camps & Fellowship Co-Managers
Status: Full-Time Seasonal, Exempt
Date Updated: January 2021

Position Description: Summer Camp Naturalists are responsible for working closely with the year-long Environmental Education Fellows in creating and maintaining a safe, fun, and educational environment for program participants. Staff members in this role balance their time between facilitating and co-leading adventure programming, supervising campers, collaborating with other camp staff, and managing activity supplies. Staff will participate in two weeks of staff training, four to five weeks of overnight summer camp, one to two weeks of day camp, and one to two weeks with other onsite Eagle Bluff guests, for a total of nine weeks. Overnight camps typically run Sunday through Friday; day camps run Monday through Friday.

Essential Functions:

75% - Summer Camp Counselor for Overnight and Day Camps

- Provide a safe, healthy, and fun environment, both physically and mentally, to campers and students
- Lead/co-lead outdoor adventure activities, which includes high ropes courses, rock climbing, river canoeing, archery, and team building.
- When not leading activities, supervise/co-supervise on-site experiences for campers
- Assist in implementing and planning daily activities that fit camper needs and interests; daily activities generally take place from 7 AM - 10 PM with intermittent breaks for staff
- Help campers and guests with issues that may arise
- Assist with set-up, tear-down, and maintenance of activities

25% - Education Department Team Member

- Demonstrate professionalism and show sincerity/sensitivity especially in areas of participant experience
- Show a commitment to individual and organizational growth and improvement; be flexible and maintain a positive attitude and composure when working alone/in teams, receiving constructive criticism, and during times of stress; show dependability in attendance
- Assume equal share of housekeeping, community, and maintenance duties

Other duties as assigned.

Minimum Qualifications and Skills:

- Able to commit to June 6th - August 7th, 2021, with vacation time July 3rd-5th
- Be 18 years of age by June 6th, 2021
- An interest in working outdoors with elementary, middle, and high school aged children
- High level of self-motivation and enthusiasm; an eagerness and willingness to learn
- Can effectively collaborate and communicate with peers
- Willingness to operate and participate in high ropes courses
- Able to live on-site in a dormitory communal setting with other Eagle Bluff Staff
- Willingness to ask questions or for help when needed
- Current CPR and First-Aid certification or willingness to obtain prior to start date

Preferred Qualifications & Skills:

- Prior experience working with elementary, middle, and high school aged children

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- Experience in outdoor, adventure-based activities such as climbing, canoeing, and camping

Work Environment:

Regularly works around adults and children and in outside conditions that include inclement weather, heat and humidity. Routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets and fax machines. Noise level may be loud at times.

Physical Requirements:

Communication, detecting, traversing, and operating skills are needed. The physical demands of this job will vary, but typically require:

- Close visual acuity to perform an activity such as: preparing and analyzing data and figures; transcribing; viewing a computer; extensive reading; visual inspection involving small defects, small parts, and/or operation of machines; using measurement devices
- Constant movement and use of limbs including but not limited to typing, hauling, bending, pushing, and pulling
- Frequent traversing to a significant degree (2+ miles) up/down hills and remaining stationary for extended periods of time (3+ hours)
- Frequent facilitation of high ropes courses; including but not limited to operating 30 ft. off the ground, traversing cables, lifting of participants on course, and ziplining
- Frequent communication (speaking and hearing) and information exchange in person and digitally on computers, phones, and radios. Conversing with individuals up to audiences of 200+; occasionally in noisy environments
- Frequent interaction with non-living and living creatures not limited to birds, insects, reptiles
- Frequent exposure to weather elements, such as low and high temperatures, precipitation, wind
- Occasional moving of 50-70 pound objects such as 60-pound canoes
- Occasionally operating power tools such as drills, impact wrenches, or sanders
- Occasionally driving vehicles on and off-road, including but not limited to UTVs, trucks, and trailers

Eagle Bluff ELC does not sponsor work visas, thus, in compliance with federal law, all persons hired will be required to verify eligibility to work in the United States by completing the required I-9 form upon hire. Employment will require the selected candidate to pass all background, criminal record, fingerprinting, reference checks

Eagle Bluff ELC is an equal opportunity employer that promotes and values diversity. We do not discriminate on the basis of race, ethnicity, religion, national origin, gender, gender identity, sexual orientation, age, marital status, veteran status, or disability.

All employees are required to satisfactorily perform the essential functions of their positions. The essential functions listed above are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time.

Benefits:

- \$250/week for the duration of the summer
- Dormitory Housing provided on-site – includes WiFi, bunk bed, shared room with other staff (no campers), and access to laundry
- Meals provided when visiting groups are in residence; food staples for use in the staff kitchen
- Option of internship credit, dependent on college/university
- Use of Eagle Bluff's recreational equipment
- Professional purchase discounts

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Application Details:

<https://eaglebluffmn.org/employment/>

- 1) Email your resumé and a copy of your most current transcript to:
Henry Whitehead and Brent Burton, Summer Camp Managers: fellowship@eaglebluffmn.org
- 2) Contact three professional references and direct them to our [online Reference Form](#) (found on our website).
It is your responsibility to make sure the references are completed in a timely manner.
- 3) Answer and submit the [online application questions](#), on our website.

When we have received all of the materials above, we will contact you about continuing the hiring process. Please contact us with any questions. Thank you for your interest in spending your summer with us here on the Bluff!

Henry Whitehead and Brent Burton - Summer Camp Managers, fellowship@eaglebluffmn.org