



How to Apply

Complete employment application at <https://prettylakecamp.campbrainstaff.com> or contact Sonya at sonya@prettylakecamp.org to receive application. Deadline May 23, 2023.

Job Title

Environmental Educator

Responsible To

Camp Director, Program Director

Summary

The Environmental Educator works to organize, direct and develop a meaningful, well-rounded nature program which incorporates environmental education, awareness, nature lore, archery, and outdoor skills activities geared to the interest and abilities of campers.

Required Qualifications

1. 18 years of age or older.
2. Ability to live on-site.
3. Sufficient visual, auditory, communication and cognitive abilities to teach and communicate with groups participating in the nature program.
4. Knowledge and experience of the natural environment.

Preferred Qualifications

1. Experience in working with children.
2. Leadership experience.
3. Previous camp experience.
4. CPR, AED, First Aid and Lifeguard certification.
5. Valid Driver's License.

Essential Functions

1. Supervise, lead and communicate with groups participating in the Environmental Education (EE) program.
2. Respond to environmental and other hazards related to the Nature Nook and Archery areas.
3. Plan, lead, and participate in meaningful activities; and assist the camp in meeting camper goals and objectives, and ensure a positive camping experience for each camper.
4. Stand for extended periods of time when required.
5. Observe camper behavior, assess its appropriateness and enforce necessary safety regulations. Use effective discipline techniques, behavior management plans, and strategies for working with children.
6. Represent Pretty Lake Camp professionally at all times.
7. Ability to self-regulate own behavior while living and working in a communal setting, this includes but is not limited to:
 - Contribute to a positive camp atmosphere by being respectful to others, the Camp

and yourself.

- Use of appropriate language that is inclusive, polite, positive, avoids gossip, avoids profanity, and leaves personal life outside of Camp.
- Cell phone use is permitted if there is an emergency, during two hour break period, or if preapproved by Camp Director.
- Abide by all policies and procedures in the staff code of conduct.

Specific Responsibilities

1. The Environmental Educator must:
 - Develop EE activities that are appropriate for the intended audience, utilizing overall camp goals and communication with counselors regarding their campers.
 - Schedule groups for program instruction.
 - Lead EE activities during activity periods that will include primitive firebuilding, lake study, orienteering, and outdoor survival skills.
 - Lead other activities as assigned by the administrative staff activities.
 - Collaborate with other program staff members to create activities incorporating EE, crafts, and STEM.
 - Maintain the nature nook, archery area and all related equipment in excellent working condition and submit supply requests to the administrative staff.
 - Care for all living animals incorporated into the EE program.
 - Assist in the the EE and archery orientation during staff training, with the administrative staff.
 2. Prepare and present awards to campers who have earned EE and/or archery awards.
 3. Attend and participate in all staff meetings.
 4. Submit weekly feedback form.
 5. Greet parents, guardians and campers on arrival and departure day while performing arrival/departure duties as assigned.
 6. Work with an assigned cabin when available, assisting with camper supervision and program activities.
 7. Live with a group of 3 to 5 fellow staff. This requires the Environmental Educator to be a positive role model for the campers and other staff members.
 8. Be flexible and willing to act as a substitute for any counselor or program staff during the time of an absence.
 9. Assume responsibility for each camper's safety and health, assuring them a pleasant camp experience. Help each camper grow and adjust to other campers and to camp life.
 10. Know when to ask for assistance and support fellow staff.
 11. Maintain the confidentiality of campers and staff relating to issues such as health, behaviors, and other situations that may arise.
 12. Assist with all camp activities, working closely with the program staff.
 13. Serve as a lifeguard (if certified) or aquatic observer as assigned by administrative staff.
 14. Lead and prepare activities with other staff.
 15. Assist in camp emergencies or other situations as dictated by policy and directed by administrative staff.
 16. Assist with camp clean-up throughout and at the end of each session.
 17. All other duties as assigned.
-

Revised 10/21