



4-H Camp Palmer, Inc

Program Instructor/Challenge by Choice Specialist

Position Description:

4-H Camp Palmer Program Instructor/Challenge by Choice Specialist will be responsible for implementing programs and activities in one or more of the following areas:

Essential Job Functions:

This position will also assist in the development and implementation of outdoor educational programs including evening activities including but not limited to: campfires, evening recreation, night hikes, scavenger hunts, and so forth. The opportunity will exist for Program Instructor to provide additional leadership to various camp duties. Also responsible for coordination of the overall Challenge By Choice program which includes scheduling of both programs and instructors. Programs and activities will be developed around camper needs, interests, and goals.

1. Outdoor Educational Program (50%)

- Participate enthusiastically in all camp activities, planning, and leading those as assigned.
- Provide leadership 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.
- Facilitate, teach, and instruct youth in areas of recreational programs, environmental education, and challenge education programs.
- Responsible for the health and safety of the campers.
- Work with diverse and dynamic populations.
- Complete reports, schedules, lesson or program plans, and other paperwork as assigned.
- Assist with inspection of cabins and program areas.
- Conduct ongoing equipment checks to insure optimal safety of staff and participants.

2. Challenge by Choice Program (50%)

- Ensure that camp staff and campers know and follow safety and educational procedures in challenge by choice.
- Responsible for scheduling of all Challenge By Choice activities/programs/events.
- Responsible for scheduling/utilizing trained camp program instructors to fill needs of clientele.
- 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 challenge responsibilities including spotting.
- Ensure campers and staff follow safety procedures for challenge activities.

Reports to: Program Coordinator

Dates of Employment: April - August

Salary/Compensation:

- \$450 - \$500 weekly stipend
- Room and Board provided during program times
- Laundry facilities provided
- All necessary training will be provided. Must be able to attend a weekend training.
- Program Instructors are covered by 4-H Camp Palmer worker's compensation policy.

Qualifications: *(Minimum Qualifications and Experience)*

- Must be at least 21 years of age
- High School degree and driver's license
- Required: Successful completion of criminal background check
- Required: CPR/First Aid Certified
- Required: Current certification in Challenge By Choice Course operation
- Recommended: Waterfront/Lifeguard Certification
- Recommended: Shooting Sports Certification

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.

Application Process:

1. Complete employment application
2. Cover letter and resume

Return application materials to:

Bill Goodson, Executive Director
4-H Camp Palmer
26450 Co Rd MN
Fayette, Ohio 43521
Ph: 419-237-2247/ 888-236-1195
Fax: 419-237-2455
Email: goodson.34@osu.edu