

Position Description ***Camp Youth Educational Leader***

POSITION/PROJECT:

Camp Youth Educational Leader

DEPARTMENT/SITE:

MSU Tollgate Education Center, 28115 Meadowbrook Road, Novi, MI 48377

SUPERVISOR & CONTACT:

For more information or to apply send resume to:

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BACKGROUND:

Michigan State University (MSU) Extension helps people improve their lives by bringing the vast knowledge resources of MSU directly to individuals, communities and businesses. For more than 100 years, MSU Extension has helped grow Michigan's economy by equipping Michigan residents with the information that they need to do their jobs better, raise healthy and safe families, build their communities and empower our children to dream of a successful future. Tollgate Education Programs promote food system awareness through exploring the sustainable, nutritional, and cultural aspects of agriculture. Tollgate is committed to educating the community about food production while encouraging ethical food producers.

MSU Extension to provide hands-on educational opportunities for youth and their families. During the summer months, MSU Extension offers summer enrichment programming that includes educational day-camps for young people ages 4-19.

We are seeking staff with an educational background that specializes in one or more of the following activities: Animal science, gardening, cooking fresh food, nature & recycled arts, science/nature knowledge, hiking & outdoor skills, cooperative games, music, young children (pre-k and K), agriculture, fisheries, and wildlife.

ESSENTIAL DUTIES & RESPONSIBILITIES:

- Work with camp staff to plan activities
- Be comfortable working with elementary and middle school aged youth (4-14 yrs)
- Attend in-service training
- Be responsible for safety
- Implement experiential science curriculum and programs for students of various ages at appropriate levels using research based curriculum and methods
- Organize, assemble, and be responsible for equipment needed for field instruction
- Ensure the inventorying, restocking, maintenance, organization, repair, and cleanliness of camp equipment and supplies
- Lead campers in hikes
- Recognize hazards in the camp setting as well as physical symptoms of camper injury or illness
- Respond appropriately to hazards and any camper concerns
- Observe camper behavior in daily camp life, to respond verbally to health and safety concerns, and to deal appropriately with any improper behavior
- Communicate with parents, the public, and MSUE staff appropriately
- Be comfortable with and/or interested in: gardening, plant science, entomology, fisheries and wildlife, animal science
- Work with and support volunteers helpers
- Assume any task and responsibility necessary for successful camp operation as assigned by the Outdoor Education Coordinator

Minimum Qualifications:

- Experience working with children in formal or informal settings (school, nature center, summer camp, scouts, etc)
- Demonstrated ability to work effectively with individuals from diverse communities and cultures
- Interest in and basic knowledge of the natural world
- Willingness to work in all weather (including summer heat and/or rain)
- Ability to be physically active for most of an 8 hour day
- Demonstrated commitment, reliability, punctuality, and responsible behavior at previous jobs
- Must have valid CPR/First Aid certification before the first day of camp

Job Schedule:

- Camp dates are June 23rd - August 15th with a break for the July 4th week. **Camp staff must be available for these dates.**
- Work hours are Mon – Fri from 8:30 –4:30 with optional extended day hours available.
- Applications accepted until positions are full. Interviews begin in February 2013.

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