

DEEP PORTAGE LEARNING CENTER

JOB TITLE: Team Leader

REPORTS TO: Summer Camp Director

PURPOSE OF JOB

Summer camp counselors provide instruction in firearms safety, fishing education, and science-based camps. Camp activities include canoeing, archery, hiking, indoor rock wall, camping, arts and crafts and much more! If you are an outdoors oriented person, or willing to train this is a once in a lifetime camp employment experience to pass it on to the next generation.

JOB CLASSIFICATION: Full-time, Temporary, Exempt, Salaried

WORK SCHEDULE: Sunday - Friday

ESSENTIAL FUNCTIONS

- Serve as the instructor for outdoor recreation, firearms safety, and environmental education classes for camper groups
- Manage the safety and wellbeing of campers at all times
- Perform work duties on-site
- Ability to work the assigned schedule

EXPERIENCE, SKILLS AND KNOWLEDGE REQUIREMENTS

- Minimum Level Education: High school diploma, working towards an Associates or Bachelors degree
- Preferred: Teaching experience or experience working with youth, completed Bachelor's or Associate's degree
- Ability to work independently as well as in a team-oriented environment
- Creative, flexible, and strong initiative
- An interest and commitment to lifelong learning
- Desire to maintain a healthy community and workplace

PHYSICAL REQUIREMENTS/WORK ENVIRONMENT

- Ability to traverse 2+ miles per day on uneven terrain
- Ability to work outside in all weather conditions (cold, snow, rain, heat, insects)
- Ability to repetitively lift up to 25 pounds and occasionally lift up to 50 pounds
- Regularly works around children and adults, occasionally in large groups of 175+
- Ability to maintain a calm and patient composure while being around campers for 14+ hours per day
- Ability to clearly communicate with students and adults

JOB DUTIES

Program Instruction (75%)

- Instructor for outdoor skills classes, firearms safety lessons, and environmental education topics
- Responsible for preparing and delivering high-quality lessons
- Responsible for the safety and wellbeing of campers at all times
- Serve on night-support for campers one to two times per week

Equipment Management (10%)

- Maintenance and care of teaching tools and program equipment
- Regular set-up and take-down of gear and equipment

Campus Support (15%):

- Assist with campus projects such as wood stacking, trail work, light maintenance (i.e. painting benches)
- Support kitchen duties when necessary (i.e. pouring waters, dishes/bussing, serving dessert)
- Maintain clean work spaces

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.