

ROLE DESCRIPTION

Title: **Program Specialist – Camp Tuckaho and Cedarledge**

Purpose of the position: To plan and lead specialized program activities for campers. To assist in implementing camp programs to ensure a safe, fun, high quality Girl Scout camp experience for campers.

Accountability: Accountable to the Camp Director; supervised by the Program Director and/or Program Specialist.

Staff/Department: Camping Services Manager/Camp Program

Terms of appointment: February through August.

Time Commitment: 1 week at camp

Responsibilities:

- Assists with the development, plans and preparations of activities for specialty theme activities for all campers that are varied and age appropriate
- Assists Program Director in implementing all-camp programs, evening programs, ceremonies and special unit activities
- Sustains an environment which supports physical and emotional safety of campers and staff; establishes and maintains good relationship with staff and campers
- Lives in camper unit as assigned; assists with camper supervision and unit activities; actively assists campers in getting acquainted, making friends, understanding one another, developing a group identity and problem solving
- Positively interprets camp rules and supports procedures to ensure adherence to Girls Scouts of the USA (GSUSA), American Camp Association (ACA) and Council health and safety standards and procedures

Requirements of the position:

- Meets membership requirements
- Abides by national and local Girl Scout policies, standards and procedures and the ACA standards and procedures
- Has attained the minimum age of 18
- Has successful experience working with groups of children
- Has knowledge of specialty program activity that will be implemented
- Has demonstrated leadership, good judgment, maturity, flexibility and ability to maintain positive attitude
- Has energy, stamina and ability to maintain patience and enjoy group living in the out-of-doors

Knowledge and skills required:

- Knowledge of *Safety Activity Checkpoints* and *Volunteer Essentials*
- Knowledge of other available GSUSA and Girl Scouts of Eastern Missouri resources that provide information pertaining to current policies, standards and procedures relevant to the duties of the position

Training Required:

- VIP In-Town Training
- On-site Training
- 2 to 3 online American Camp Association trainings