



**Job Title:** Camp Counselor  
**Department:** Education  
**Reports To:** Director of  
Conservation Education  
**FLSA Status:** Non-exempt

## WHITE OAK CONSERVATION HOLDINGS LLC

### **Position Purpose:**

The primary functions of this job include but are not limited to: deliver education programs; ensure the safety and well-being of students under care; transport students within and/or outside White Oak; and monitor residential experiences throughout the night

### **Responsibilities and Tasks:**

- Group supervision of students with attention to all of the following: program, health, happiness, discipline, cleanliness, safety, routine duties, character and skill development.
- Help plan and deliver education projects and activities.
- Assume accountability for the health and welfare of campers.
- Understand, follow, interpret, and enforce all camp rules, policies and procedures.
- Exhibit personal habits, health, dress, speech, and relationships with other staff that serve as a beneficial model to students.
- Live on-site during the camp season and supervise resident experiences, requiring overnight stays at White Oak.
- Work with the director of education and other education staff to find solutions to problems with facilities, programs and campers.
- Help develop, carry out and evaluate education programs that reflect the goals of White Oak.
- Ensure the safety and well-being of students under care.
- Transport students within and/or outside White Oak as needed for education programs.

### **Qualifications:**

- At least 19 years of age.
- Minimum of one year of college required with a focus in life sciences and/or education.
- Experience working with children, preferably in a camp setting.
- Experience in informal or formal lesson development and facilitation.
- Coursework / experience in science, nature studies, or outdoor education.
- Strong verbal communication skills and is capable of speaking to large groups of children and adults.
- Flexible approach to daily responsibilities, possess a positive approach to a team environment.
- Must be creative, flexible, and organized.
- Ability to value and respect the opinions and beliefs of others.
- Passion for White Oak's mission and for working with children.
- Ability to work weekends, holidays, and nights.
- CPR, First Aid, and AED adult and pediatric certification.
- Current Life Guard certification a plus.
- Valid driver's license.
- Candidates must submit and pass a Level II background check and submit an affidavit of good moral character.

### **Physical Aspects of the Job:**

Candidates must be able to lift 50 lbs. without difficulty, work in adverse weather conditions, and

remain on their feet for long periods of time.

Counselors will be expected to work from early-June until mid-August. There will be one week of training prior to the beginning of camp. To apply, please submit a resume, cover letter (highlighting any prior camp experience) and three professional references to [education@white-oak.org](mailto:education@white-oak.org) Please submit these documents as a single file PDF with the file name:

YOURLASTNAME\_CampCounselor\_2015. Application materials are due by February 28th, 2015.