



Camp Fire
MINNESOTA

Camp Fire Minnesota Position Description

Job Title: Arts and Crafts Specialist
Purpose: Supervise and implement Arts and Crafts activities
Reports to: Camp Director, Lead Staff
Classification: Exempt, seasonal

About Camp Fire Minnesota

With nature as our catalyst, Camp Fire Minnesota energizes youth to discover their spark so their futures glow brighter.

Camp Fire Minnesota "lights the spark" in over 5,000 K-12 youth each year through nature-based experiences. Our programs include summer camp, STEM, environmental education, and teambuilding school field trips at Tanadoona, in-school STEM and environmental education, and community-based before/after-school and summer nature programs.

We are proud to offer inclusive and welcoming programs to all youth. To this end, over 40% of youth who participate in Camp Fire Minnesota programs receive financial aid. As a result of their Camp Fire experience, 90% of youth report valuing nature and stewarding the environment.

Our summer camps at Tanadoona in Chanhassen and Camp Bluewater in Grand Rapids offer youth and teens progressive, nature-based learning through day, specialty day, overnight, adventure and leadership development camps. Tanadoona is an ACA accredited camp.

About This Position

The Arts and Crafts Specialist is a very important position because we want campers to go home with a piece of Tanadoona so they can share their experiences with family and friends.

Primary Responsibilities

- Plan, direct, and implement a quality arts and crafts program within the predetermined requirements
- Work with campers and staff in planning and implementing program activities, keep activity records of arts and crafts program
- Teach and monitor proper use of equipment
- Submit request for equipment and/or supplies when needed, keep record and inventories of arts and crafts equipment and supplies
- Properly store equipment and supplies at the end of the day, week and season
- Prepare for and actively participate in staff training, meetings, opening and closing programs, all camp activities
- Set a good example for campers and others including cleanliness, punctuality, sharing clean up
- Maintain good public relations with campers, parents, and visitors
- Assist with camp program when free from arts and crafts responsibilities
- Assist in ensuring the cleanliness of the site, bathrooms, and other camp buildings
- Works with the rest of the specialist team to support all programs. Cross train as necessary.

Knowledge, Skills, and Abilities:

- Ability to communicate effectively
- Ability to adjust the activity to the age and abilities of all campers
- Physical ability to assist campers in emergency (fire, evacuation, illness or injury)
- Ability to plan and implement activities to achieve camper development objectives
- Ability to apply new ideas for returning campers

Minimum Qualifications:

- 1-year of post-secondary schooling or equivalent
- Experience and knowledge of arts and crafts
- Desire and ability to work with children and adults in a camp setting
- Ability to teach and impart skills and ideas to campers and other staff
- Ability to relate to one's peer group
- Ability to accept guidance and supervision
- Good character, integrity, and adaptability
- Enthusiasm, sense of humor, patience, and self-control

Desired Availability:

- Available to attend Camp Training on June 2. Last day of work is August 30..

Pay Range:

- \$250/weekly stipend plus room and board if desired.

Application Process:

Submit an application, [found here](#).

- Please direct questions to hrcamp@campfiremn.org (include the position title in the subject line)
- Fax: 952-378-1661
- Mail: Camp Fire Minnesota, Attn: Camp Staff, 4829 Minnetonka Boulevard, Suite 202, St. Louis Park, MN 55416

Camp Fire Minnesota is an Equal Opportunity Employer. Applicants are considered without regard to race, color, religion, sex, national origin, age, veteran status, sexual preference, disability, condition or any other group protected by law