



Camp Fire
MINNESOTA

Camp Fire Minnesota Position Description

Job Title: Naturalist
Purpose: Supervise and implement Nature curriculum and activities for youth at Camp
Reports to: Camp Fire Program Leader, Camp Director
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

Camp Fire Minnesota is seeking an energetic, creative, and self-motivated individual to join its team as the Naturalist. This full-time, seasonal exempt position reports to the Outdoor Programs Coordinator, while working closely with other camp staff.

Primary Responsibilities

- Plan, direct, and implement a quality Nature program within the predetermined requirements
- Coordinate and schedule Nature programs and activities
- Work with campers and staff in planning and implementing program activities, keep activity records of Nature program
- Write a report inclusive of all Nature programs, scheduling, equipment, and supplies at the conclusion of the camp season
- Teach and monitor proper use of equipment
- Submit request for equipment and/or supplies when needed, keep record and inventories of Nature equipment and supplies
- Evaluate current season and make recommendations for equipment, supplies, and program for the following season
- Properly store equipment and supplies at the end of the 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

- Follow camp rules, regulations, and policies
- Encourage respect for personal property, camp equipment, facilities and the environment
- Maintain good public relations with campers, parents, and visitors
- Submit all required reports and paperwork on time, keeping accurate records on campers
- Assist with the opening and closing of camp
- Assist with camp program when free from Nature responsibilities
- Assist with daily living chores
- Assist with the implementation of the code of conduct
- Other duties assigned

Knowledge, Skills, and Abilities:

- Ability to communicate and train staff and campers in safety regulations and procedures
- Visual and auditory ability to identify and respond to environmental and other hazards related to the activity
- Ability to communicate and work with groups participating (age and skill level), provide necessary instruction to campers and/or staff
- Physical ability to assist campers in emergency (fire, evacuation, illness or injury)
- Ability to observe and hear camper behavior, assess its appropriateness, enforce appropriate safety regulation and emergency procedures, and apply appropriate behavior management techniques
- Physical ability to respond appropriately to situations requiring first aid
- Ability to plan and implement activities to achieve camper development objectives
- Ability to apply new ideas for returning campers

Minimum Qualifications:

- Ability training, experience and knowledge of Nature programming
- 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 coordinate Nature equipment in excellent working condition
- 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
- Two years of college education or equivalent
- At least 19 years of age.

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