Camp Fire Minnesota
Position Description

Job Title: Archery Specialist
Purpose: Direct and supervise Archery program
Reports to: Program Coordinator
Classification: Exempt, seasonal
Dates: May 27 – September 4, 2020

About Camp Fire Minnesota

With nature as our catalyst, we energize youth to discover their spark so their futures glow brighter.

Youth spend 90% of their time indoors. Camp Fire Minnesota addresses this challenge by delivering culturally relevant, nature-based programs at Tanadoona, Camp Bluewater, and throughout the community to over 6,500 youth from all backgrounds each year. We help youth “light their spark within” through summer camp, environmental education & STEM classes for schools, and community-based out-of-school time nature programs.

We are proud to offer inclusive and welcoming programs to youth in the community. To this end, 40% of Camp Fire youth participate at reduced or no cost. As a result of their Camp Fire experience, 92% 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 Archery Specialist is primarily in charge of the archery program. This includes safety of campers, teaching them skills, and leading fun activities on the range.

Primary Responsibilities

- Plan and implement Archery programming to engage all ability levels
- Maintain safety and order at the Archery Range
- Assist in additional leadership responsibilities when assigned
- Assist in ensuring the cleanliness of the site, bathrooms, and other camp buildings
- Act as a general counselor when necessary
- Works with the rest of the specialist team to support all programs. Cross train as necessary.

Knowledge, Skills, and Abilities:

- Ability to respond appropriately to first-aid and Archery Range safety situations
- Ability to teach/review Archery course standards with staff and campers
- Ability to work with a variety of different groups, from many different backgrounds
- Maintain Camp Fire Minnesota standards at all times
Minimum Qualifications:
• 1-year of post-secondary schooling or equivalent
• Current Archery Certification (USA archery, etc.)
• Experience with archery programs
• Good character, integrity, and adaptability

Desired Availability:
• Available to attend General Staff Training on May 27. Last day of work is September 4.

Pay Range:
• $250 - weekly stipend plus room and board.

Application Process:
Submit an application online at www.tanadoona.org/work-at-camp

• Please direct questions to chloec@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 strongly committed to addressing environmental justice. We encourage candidates with diverse experiences and backgrounds, Black, Indigenous and people of color, LGBTQIA+ individuals, and unemployed persons to apply.