Camp Fire Minnesota

Position Description

Job Title: Camper Care Specialist
Purpose: Assists campers and families as they adjust to camp life
Reports to: Inclusion and Equity 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 Camper Care Coordinator assists campers who are struggling or may struggle in the camp environment. This role will help the camper to find coping strategies, resolve conflicts, and become part of their group. Works with campers, counselors, and parents to achieve these outcomes, and follows up to ensure continued success.

General Responsibilities:

- Work with campers, staff, and families to help specific campers adjust to camp life. These campers are identified by families prior to their camp week or observations by staff once they arrive.
- Act as a resource to staff to discuss camper behaviors and develop strategies for success.
- Constantly communicate with parents to include them as an active part of any behavior management plan.
- Work as part of the camp leadership team to other tasks as assigned.

Essential Functions:

- Ability to communicate and work with a diverse group of campers and staff.
- Ability to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior management techniques.
- Visual and auditory ability to identify and respond to environmental and other hazards related to the activity.
- Possess the strength and endurance required to maintain constant support of campers.
- Reading and writing ability in planning and conducting behavior strategies.
• Ability to help peers with scheduling and planning of programs based on the needs of their campers.
• Ability to coach and evaluate all staff members under your supervision around inclusion and acceptance.

Specific Responsibilities:
• Recognize and respond to opportunities for problem solving in the group and with individual campers.
• Help each participant meet the goals established by the camp for camper development.
• Develop opportunities for positive interaction between campers.
• Carry out established roles for supervising camper health and enforcing camp safety regulations.
• Prepare for and actively participate in staff training, meetings, and supervisory sessions.
• Set a good example for campers and others including cleanliness, punctuality, sharing clean up and chores, sportsmanship, and table manners.
• 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.
• Guiding counselors in being successful in programming and assignment completion.
• Participate in openings, closings, all camps, overnights, etc. as scheduled.
• Review paperwork to make sure it is complete. Check schedules for complete program areas.
• Serve as a resource to counselors.
• These are not the only duties to be performed. Some duties may be reassigned and other duties are assigned as required.

Minimum Qualifications:
• Desire and ability to work with children outdoors in an active environment.
• Ability to accept supervision and guidance.
• Ability to relate to one’s peer group and to children.
• Good character, integrity, and adaptability.
• Ability to connect with a variety of youth of different backgrounds, cultures and abilities.
• Ability to supervise and lead other staff members in terms of caring for campers.
• Minimum 1 year of program counselor experience working at summer camp or similar experience.
• Ability to coordinate, organize and supervise counseling staff.

Desired Availability:
• Available to attend General Staff Training on May 27. Last day of work is September 3

Pay Range:
• $275 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, and include the position title in the subject line.
• Fax: 952-378-1661
• Mail to: 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.