



**Job Title:** Youth Program Specialist

**Reports To:** Nature Outreach Manager

**Camp Fire Minnesota: Catalyzing growth through nature to help youth discover their spark**

Youth need connections with nature more than ever. With the increase in digital media use and lack of adequate green spaces in the city, youth face an overall disconnect from the physical, social and emotional health benefits associated with being in nature. Camp Fire Minnesota's priority is to ensure all youth have access to the diverse experiences of the outdoors, in addition to understanding how the environment impacts their everyday life.

Camp Fire Minnesota programs engage young people to exercise their voice and choice, build confidence and competence, lead in their communities and care for their environment. We provide out-of-school time programs throughout the Twin Cities in collaboration with other community-based organizations to offer nature-based enrichment programs for youth, when and where they need them. Camp Fire Minnesota is inclusive and welcoming to all youth and adults. We currently seek Youth Program Specialists to facilitate activities for our Youth and Teen Clubs (ages 5-11 and 12-18) in housing communities and schools. Program Specialists work with a consistent group of youth throughout the year, supporting overall youth development and connecting kids to the natural world through hands-on experiences and outdoor adventures.

**Essential Specialist Functions:**

- Oversee and manage the Youth Program Facilitator who implement after-school curriculum, including, but not limited to:
  - outdoor adventures & nature-based learning
  - physical fun
  - social & emotional skill development
  - personal sustainability, including healthy choices, wellness & life balance
- Manages staff compliance with agency-specific policies
- Develops strong relationships with site administration, parents, and other organizations, where applicable, to ensure successful delivery of all Camp Fire programs and ensure customer satisfaction
- Ensure program quality while leading with agency vision
- Create a safe environment for open and honest discussion, foster a positive youth-led dynamic
- Complete administrative responsibilities on time: attendance, registrations, curriculum, and staff/youth evaluations
- Meets and reports regularly to the Nature Outreach Manager regarding program, site and staff performance
- Conduct outreach, recruit youth, communicate with parents/caregivers directly and by phone calls
- Attend initial and ongoing trainings

**Required Knowledge, Skills & Abilities:**

- Commitment to working with youth for one school year
- Positive attitude a must!

- Experience working with youth in camps, human or social services, mentoring or education (environmental, outdoor, experiential)
- Flexibility & willingness to deliver responsive programming that meets the needs of youth
- Initiative, ability and willingness to seek necessary support from Camp Fire management
- Strong organizational skills
- Ability and willingness to work with diverse populations of youth and support inclusive programming
- Available to work consistently at least two days/week, 3-4 hours/day between the hours of 3:30-7:00pm
- Reliable means of transportation
- Second language ability a plus, particularly in Somali or ASL
- Bachelor's Degree in educational field a plus

**Benefits:**

- Hourly wage of \$12.00-\$14.00, non-exempt, paid training, prep, recruitment and mileage
- 10 – 15 hours/week

**Application Instructions:** Please submit a resume and cover letter to: [hrclub@campfiremn.org](mailto:hrclub@campfiremn.org). Please include "Youth Program Specialist" in the subject line of your email.

*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.*