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## **Camp Counselor Summer Position**

*Job Description*

### **Overview**

The Counselor for Sea Turtle Camp must be a multi-talented individual with a strong desire to provide camper supervision and marine science instruction. Our program attracts academically strong teen applicants that complete an application process to attend. This position requires the candidate to work as part of a team to inspire, instruct, and provide care to a group of 12 students. Applicant must have a passion for marine stewardship, teaching, and inspiring youth. Teamwork and dedication are important, and the applicant must provide feedback to all Sea Turtle Camp staff and volunteers at the Karen Beasley Sea Turtle Hospital. Candidates will work closely with the Unit Leader, Program Director, Site Director, and the entire seasonal WB Surf Camp & Sea Turtle Camp team.

The Counselor will be responsible for daily instruction, facilitation of a variety of evening programs, logistical support, and daily van driving responsibilities. Logistics are a key element of our overnight camps and include equipment management and maintenance, evening program set-up and break-down, and other duties as assigned. This position will also assist with coordination of arrival and departure of campers. Finally, the Counselor must ensure that all staff and campers stay safe while having an awesome and life-enriching experience. This position reports to the Unit Leader.

### **Skills and Requirements**

#### **Minimum Qualifications**

- ❖ BA or BS in marine biology, environmental science/education related field (or working on)
- ❖ At least 21 years of age
- ❖ Must be in excellent physical condition
- ❖ Current certifications or able to attain: Lifeguarding, CPR and First Aid
- ❖ Experience in marine science, environmental education, summer camps or related field
- ❖ Must be able to attend mandatory staff training in late May
- ❖ Willing to work long hours while maintaining energy and stamina
- ❖ Strong communication, decision making, logistical, and organizational skills
- ❖ No conflicting summer commitments including travel, work, or other leave of absence
- ❖ Able to pass a government background check and clean driving record

#### **Desired Skills & Traits**

- ❖ Master's in marine biology, environmental science, recreation, education, or related field
- ❖ Wilderness First Aid Certification
- ❖ Experience working with sea turtles
- ❖ Familiarity with southeastern marine ecosystems and organisms
- ❖ Environmental education certification or teaching experience
- ❖ Ability to accept and give feedback
- ❖ High attention to detail and ability to maintain a neat and clean work environment
- ❖ Ability to accept and give constructive criticism
- ❖ Willing to perform tasks outside of job description
- ❖ Loves to have FUN!
- ❖ Extroverted, fun and highly motivated team players with a high degree of attention to detail
- ❖ Passion and pride in their work

- ❖ Socially confident, excellent communicator with professional guest service skills
- ❖ Resourceful approach with the ability to troubleshoot when necessary and perform gracefully under pressure
- ❖ Forward-thinker with an innovative approach to problem-solving
- ❖ Organized and able to plan and manage complex logistical challenges
- ❖ Passion for a healthy lifestyle and keen to learn about health and wellness

## **Responsibilities and Duties**

During the summer months, we operate overnight marine biology camps for youth (13-17) varying in length from 6 days up to 2 weeks. Working in collaboration with two other Sea Turtle Camp staff members, you will provide 24-hour supervision for campers both in the bunk rooms and in the field. Activities primarily take place on Topsail Island.

Individual must maintain a strong skill set in the following areas: lesson development, organization, punctuality, problem solving, as well as have a solid attention to detail. These skills are crucial for you to provide the best possible experience for each camper. Programs require work on weekends and July 4<sup>th</sup>, though there is some time off between camps to recharge.

Staff responsibilities are listed below but may not be limited to this list.

- ❖ Provide consistent support to the Unit Leader and Site Director by handling tasks and duties, aiding in delegating duties to staff, and focusing on campers' safety and schedule
- ❖ Assist with daily camp setup and breakdown responsibilities with your team
- ❖ Organize, supervise, and participate in all camp activities
- ❖ Implement program curriculum
- ❖ Present and direct marine science educational activities
- ❖ Facilitate sunrise/sunset nest walks with patrol groups
- ❖ Maintain professional, open communication with interns and volunteers at Karen Beasley Sea Turtle Hospital
- ❖ Attend all scheduled staff meetings with Unit Leader, Site Director and/or Program Coordinator
- ❖ Participate in daily team meetings to go over any camper issues, logistics and schedule
- ❖ Perform all pre-session tasks, including but not limited to: reading camp binder, delegating responsibilities, and ensuring all supplies are prepared and accessible
- ❖ Perform all post-session tasks, including but not limited to: camp clean-up and inventory of supplies
- ❖ Provide proper behavior management of campers. Handle camper discipline issues and emergency situations that may arise.
- ❖ Put camper needs before your own; get to know each camper, including their likes and dislikes, and make them feel welcome and accepted
- ❖ Serve as a positive role model and display maturity, responsibility, flexibility, and sound judgment
- ❖ Oversee participant's safety, medication administration, and dietary preferences
- ❖ Safely transport students in 15 passenger vans
- ❖ Clean, organize, and prep camp facilities and vehicles at the end of each camp session
- ❖ Practice open communication with your team and communicate any issues immediately
- ❖ Provide positive feedback and constructive criticism to co-workers when necessary
- ❖ Follow proper Emergency Procedures when necessary
- ❖ Clearly understand company goals, out high safety standards, and mission and continuously work to promote the organization and achieve its goals
- ❖ Be knowledgeable of Surf Camp, Inc. as a company, as well as our diversity of programs

## **Compensation**

We offer a summer stipend, ranging from \$350-\$400 per week, commensurate with experience. In addition, the compensation package will include oceanview accommodations and most meals during the summer program, valued at an additional \$2,000. On-site training on our specific expectations, policies, activities, and procedures will be provided.

**Contract Duration**

Programs run from June 5 – August 5 at our beautiful ocean-view facility on Topsail Island, NC. Additional specialty and travel positions may be available. Candidates would need to attend the mandatory Sea Turtle Camp training in the end of May.

**About Sea Turtle Camp**

Sea Turtle Camp was founded to offer youth the opportunity to learn about marine biology through immersive, hands-on, feet-wet experiential education. Our mission is to cultivate a love and respect for the ocean by building confidence and developing character, while inspiring coastal conservation through safety, fun, and learning!

**Contact**

To learn more about positions with Sea Turtle Camp, please contact our Program Director at [coordinator@seaturtlecamp.com](mailto:coordinator@seaturtlecamp.com).