



## **YMCA Camp Bernie** **Summer Camp Job Description**

**Job Title:** Arts & Nature Assistant

**Reports To:** Arts & Nature Instructor, Program Coordinator & Leadership Team

**Position Purpose:** The Arts & Nature Instructor furthers the mission of YMCA Camp Bernie through the development and delivery of Arts & Nature activities that are safe, fun, and appropriate to the campers' ages and abilities. They assist in the management of the Arts & Crafts building, Nature Lodge and all equipment and supplies.

### **Essential Job Functions:**

**1:** Ensure that campers and staff know and follow safety and educational procedures in Arts & Nature

- a. Instruct other staff members in their responsibilities in the Arts and Nature program areas.
- b. Ensure campers and staff members follow all safety protocols in Arts & Nature.

**2:** Lead instruction in Arts & Crafts and Nature activities.

- a. Deliver fun and creative Arts & Crafts activities that make use of different art mediums and the camp's natural environment and use resources most efficiently.
- b. Deliver fun and creative Nature programs that make safe and careful use of the Nature Lodge critters, camp's natural environment and other resources to provide educational and progressive content.
- c. Work with the Arts & Nature Instructor to develop lesson plans that meet camp outcomes and match the ability level of campers.
- d. Evaluate the success of the Arts & Nature camp programs, in partnership with the Arts & Nature Instructor and Program Coordinator, to ensure the development of camper abilities and skills.

**3:** Assist in the management and care of the physical facilities and equipment in the Arts & Nature program area.

- a. Conduct a daily check of the area and equipment for safety, cleanliness, organization and good repair.
- b. Ensure that Arts & Nature program areas are cleaned daily, and kept free from hazards and debris.
- c. Provide proper care of animals in the Nature Lodge.
- d. Ensure the security of Arts & Nature equipment and supplies.

**Other Job Duties:**

- a. Contribute to verbal and written evaluations and communications as requested by Senior Program Director and/or Overnight Camp Coordinator.
- b. Participate enthusiastically in camp activities and be an engaged member of the Camp community.
- c. Participate as a member of the staff team to deliver and supervise evening programs, special events, overnights, and other all camp activities and camp functions.
- d. Any and all other added responsibilities as requested by Senior Program Director, Overnight Camp Coordinator and/or Executive Director.

**Qualifications:**

- a. Must have experience or education in Arts and Nature programming.
- b. Must have the ability to lead activities, be a group leader, and be flexible.

**Physical Aspects of the Job:**

- a. Visual and auditory ability to identify and respond to environmental and other hazards related to the activity.
- b. Physical ability to respond appropriately to situations requiring first aid. Must be able to assist campers in the event of an emergency (fire, evacuation, illness, or injury) and possess strength and endurance required to maintain constant supervision of campers.

**Note:**

*Some physical requirements of an arts and crafts position could be endurance including standing, some bending, stooping, and stretching. Requirement for eye-hand coordination and manual dexterity to make projects and assist campers. Requires normal range of hearing and eyesight to record, prepare, and communicate appropriate camper activities/program. Willingness to live in a camp setting and work irregular hours delivering program in the art facility available.*