



Before/After- Care Camp Guide

Camp ELSO is a Portland based non-profit organization providing outdoor science summer day camps with hands on experiential learning programs for youth of color to **Experience Life Science Outdoors**. Our mission is to empower youth of color to explore the possibilities of careers in science fields, by exposing them to unique outdoor learning opportunities, while nurturing a love for the outdoors. We strive to accomplish this mission through implementing a summer program experience in a day camp format, which includes daily field trips for youth in K-6th grade. The Wayfinders program provides culturally relevant environmental and STEM education. This program intertwines four main areas: life science, ecology, community, and cultural history.

Description: The role of a Camp Guide is all encompassing and a key leadership role. Before and After Care Camp Guides are responsible for unlocking, setting up the program Hub, and completing morning protocols and responsibilities. This position sets the tone for each day. The BAC Camp Guides have the first contact with parents so they are responsible for creating and maintain a positive affirming culture and safe space for participants and families. BAC Guides lead activities, game, and check in/out. In addition to supervising campers in K-7th grade, BAC Guides will teach and demonstrate Wayfinders program values, lead students in restorative justice practice for conflict resolution. Camp ELSO summer staff members are responsible, positive, and healthy role models who reflect the diversity of the camp participants.

Summary

- Passion and interest in supporting science and environmental learning opportunities for underrepresented youth
- Culturally competent- experience working with children of color from diverse backgrounds
- Ensure health and safety of participants and carry out check in and check out process
- Preview field trips, provide overview of the day and ensure a smooth daily transition to Field Trip Guides
- Lead preparation and debrief of each day with participants including providing morning overview, checking in with parents, and at the end of the day leading journal, reflection and free time.
- Enforce rules and behavioral expectations as needed, follow behavioral management and safety protocols, assume responsibility for behavioral management of campers and problem solving issues as they arise.

Before care and After care Camp Guide (4-6 hours/day)

- Manage daily preparation and logistics of camp including check in and check out process while camp is in session, ensure all required paperwork for campers and camp staff is turned in and in order before camp
- Make sure participants are prepared for each field trip and ready to go on time each day.

- Greet, welcome, and communicate professionally and in a timely manner with parents
- Close attention to details which include time management (staying on schedule)
- Responsible for leading hands on activities and reflection daily such as meditation, games, journal writing and reflection.
- Report all accidents, problems, and successes to Executive Director (maintain and complete a daily log)
- Responsible for ensuring that the Program hub (Abundant Life Church) is properly cleaned and secured daily
- Implement post-program surveying and evaluation

Skills and Qualifications

- Experience working with young children in a camp or day care setting
- Experience or willingness to
- High energy, enthusiasm and up-beat personality
- Volunteer and/or work experience with kids in an outdoor and/or camp setting, or after school or classroom setting
- Ability to speak from the “I” perspective as a person from an underrepresented community

Requirements

- Must have a clean background check
- Must have reliable transportation
- First AID/CPR certified valid through employment dates (training to be paid for by the organization)
- Must be at least a junior in high school to apply.

Compensation:

This is a seasonal employment position. Hourly rate \$13/hr for 4-6 hours a day.

Training: Attendance at the Camp ELSO training retreat is REQUIRED for all applicants. Applicants will not be hired if they are unavailable to participate in the required training. For Summer Session employees: July 7-13, 2019. This is an overnight and out of town training excursion and retreat. Details will be provided.

Wayfinders Program Session Dates: (daily schedule) must be available for ALL shifts.

Session #1: July 15- 19, 2019	7am - 10am and 3:30p -6:30p
Session #2: July 22-26, 2019	7am - 9am and 4:30p -6:30p
Session #3: July 29-Aug. 2, 2019	7am - 10am and 3:30p -6:30p
Session #4: Aug. 5-9, 2019	7am - 10am and 3:30p -6:30p

Camp ELSO is an equal opportunity employer committed to developing an organization that is reflective of the diverse communities we serve. Camp ELSO does not discriminate on the basis of race, class creed, gender, gender expression, religion, sex, nationality, or ability.

Application Instructions: To apply complete the application below and include a cover letter which explains: your interest in Camp ELSO and why you want to work here, and answer the

question: what does Camp ELSO's definition of culturally relevant environmental education mean to you and how do you think it is important in this role? Email your completed application and cover letter to sprinavasa@campelso.org to begin the application process. Learn more about Camp ELSO at www.campelso.org.

Availability*: (response require)

Are you available to work the following sessions? Please circle a response for EACH session.

Session #1: July 15- 19, 2019	Yes	No
Session #2: July 22-26, 2019	Yes	No
Session #3: July 29-Aug. 2, 2019	Yes	No
Session #4: Aug. 5-9, 2019	Yes	No

Personal Information:

Full Name (First Middle and Last)	
Home Address:	
Date of Birth:	
Social Security Number:	
Phone Number:	
Are you over 18? :	

References: *(please provide the name and contact information of three references at least two of which must be non-relatives. References can be teachers, mentors, coaches, employers, etc.)*

Name	Phone #	Email	Relationship

Emergency Contact:

Name	Phone #	Address

Work History: *(please provide employment history for the last 5 years, if you were a student please write student*

Position:

Date	Employer (Name and Address)	Supervisor (first and Last Name)	Phone #

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Date	Employer (Name and Address)	Supervisor (first and Last Name)	Phone #

I certify that all of the information submitted by me on this application is true and complete, and I understand that any false information, misrepresentation, and omissions, if discovered, my application may be rejected, and if I am employed my employment may be terminated.

Please sign and date your application:

Full Name (please sign)	Date
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Media Release

Minor's Name: _____

Photo/ Media Release

I do ___ I do not ___ give permission for Camp ELSO to use any photographs or video taken at camp for reporting and to promote our programs (eg. newsletter, camp brochures, camp social media, and camp website).

By signing below, I agree as parent/guardian that I have read, understand, and consent to the terms of the release and waiver agreement.

Signature of Guardian:

Printed Name: _____ **Date:** _____