

Position Description

POSITION: High Adventure Director
CAMP LOCATION: Cloud Rim
CLASSIFICATION: Seasonal Staff Member
RESPONSIBLE TO: Assistant Director of Programs

JOB ACCOUNTABILITIES:

- Plan, develop, and manage a quality rock climbing and hiking/backpacking program for all campers.
 - Write program outlines and lesson plans that allow for progression of activities and accomplish specific program goals.
 - Evaluate skill level of staff and campers; keep records on staff and campers.
 - Teach and enforce all safety rules.
 - Teach and facilitate rock climbing and bouldering lessons.
 - Teach staff their climbing and hiking/backpacking responsibilities during staff training.
 - Teach and monitor the proper use of equipment; submit requests for equipment and supplies when needed.
 - Direct the daily setup, take down, and equipment check of all climbing areas.
 - Set up the climbing areas during staff training and break them down at the end of the season.
 - Complete weekly and end-of-season reports.
 - Train select counselors in belaying and related skills during staff training.
 - Work with the Unit Leaders to assign trained staff for rock climbing sessions.
 - Ensure staff follow all safety guidelines. Provide additional training and support as needed.
 - Work with the unit staff to teach backpacking and hiking skills.
 - Maintain the backpacking and ropes equipment log.
 - Work with the Kitchen Director to ensure appropriate food needed for overnights and backpacking trips is kept in stock.
 - Plan all multi-day backpacking trips.
- Manage health and safety conditions in the climbing areas.
 - Ensure the first aid kits are properly stocked.
 - Report and document accidents and incidents promptly.
 - Ensure safety and cleanliness of climbing areas and equipment.
 - Ensure climbing areas meet all health and safety standards.
 - Complete daily ropes/equipment log.
- When not managing the climbing or hiking/backpacking program, participate in general camp program and operations.
 - Assist with unit and camp housekeeping, sanitation, and care of supplies and equipment.
 - Assist with weekly camper check in/out.
 - Assist with camp-wide programs including workshops, all camps, campfires, camper's choice activities, and flag ceremonies.
 - Attend and participate in pre-camp staff training and the closing of camp.

- Eat meals with the campers and supervise clean up after meals.
- Understand and implement safety guidelines and standards as outlined by Girl Scouts of the USA, the American Camp Association, and any state and local codes.
- Perform additional duties as assigned.
- Job duties may be subject to change pursuant to the activities of the camp, camp needs, and the organization as a whole.

CAMP STAFF ROLE IN MISSION EFFORTS:

- As a camp staff member, you are a representative of Girl Scouts of Utah. People form their impressions of the council, in part, based on their interaction with you. Every personal contact is with a current or potential donor to or member of the council, and thus, these impressions can influence their actions.
- As a staff member, it is your accountability to work collaboratively and cooperatively with other staff members, volunteers, parents, and community representatives to ensure results for mutually acceptable goals.
- All staff members are required to join the Girl Scout movement, accept the belief and principles of the Girl Scout movement, and have the ability to work with diverse populations.

QUALIFICATIONS:

- Must be a certified driver on council's behalf (clear MVR background, be at least 21 years of age and provide proof of auto insurance and motor vehicle licensing)
- Have completed certification or documented training from a recognized organization or certifying body for rock climbing, or equivalent documented experience.
- Have extensive experience participating in and leading backpacking and hiking trips.
- Hold current Red Cross First Aid & CPR certifications. Current Wilderness First Aid or higher certification preferred.
- Hold current Utah Food Handler's Permit.
- Possess good organizational, leadership, and teaching skills:
 - Ability to schedule and manage time, resources, and people.
 - Strong decision making skills while exercising good judgment.
 - Six weeks experience in a management or supervisory role is required (six months is preferred).
- Ability to follow direction from Team Leaders, adhere to policies, and follow camp procedures.
- Ability to communicate and work with groups of girls ages 6-17, and provide necessary verbal instruction to campers.
- Ability to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations, and apply appropriate behavior management techniques.
- Ability to respond in a crisis situation.
- Have the council required health forms and documentation completed by a physician to ensure the well being of living and working in an outdoor camp setting that includes:
 - Ability to bend down and move, lift, stock, and carry boxes, program materials, and supplies (up to 50 pounds).
 - Ability to walk, stand, and work on feet up to 8 hours a day.
 - Ability to live in a high elevation (up to 9200') and outdoor setting.
 - Have visual/auditory ability to respond to environmental and other hazards related to summer camp activities.