
Girl Scouts Western Pennsylvania
– *Camp Staff Job Descriptions* –
Activity Specialist

Reports To: Outdoor Program Specialist / Camp Rangers

Supervises: Girl Scouts

Employee Name (Print): _____

Employee Signature _____

Date _____

Purpose

The Activity Specialist teaches a variety of outdoor activities including archery, canoeing, teambuilding, and more. They will also work to provide effective programming by assisting in providing daily activities to all Girl Scout campers. Training and certifications will be provided in the applicable areas.

Essential Functions

Staff/Camper Support

- Ensure a positive atmosphere and well-being for all campers
- Recognize and respond to opportunities for problem-solving in a group setting
- Interact with campers and work to provide a safe and consistent environment
- Understand and know staff and campers—help them to respect the diversity of others and appreciate differences and similarities so that campers get the most out of their stay at camp

Program

- Responsible for leading and assisting fun and meaningful activities for campers; model constructive and enthusiastic participation in all program areas
- Display knowledge of the activity being taught and be able to teach campers in an effective way
- Follow safety activity checkpoints for each activity
- Properly inspect and log equipment usage before and after use

Health and Safety

- Ensure that all activities are carried out in accordance with safety standards set forth by GSUSA
- Ability to observe camper and staff behavior, assess and enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior management techniques
- Be able to learn appropriate safety regulations and emergency procedures and quickly respond when needed

Positive Relationships

- Support and promote campers and fellow staff to take risks and seek challenges
- Contributes to the diversity of the council by ensuring that all materials, activities, and programs are sensitive to and reflective of the interests, values, and needs of people of all racial/ethnic groups, cultures, belief systems, and abilities

Requirements and Desired Qualifications

Requirements-

- Minimum of 18 years of age
- Willingness to adhere to principles of Girl Scouting, Girl Scout Law, and Girl Scout Promise
- Current First Aid/CPR certification (or willingness to obtain)
- Current background checks and training (or willingness to obtain)
- Have a reliable source of transportation to and from camp
- Ability to identify, respond, and adapt to environmental or other hazards related to camper supervision
- Ability to endure prolonged standing, bending, walking, hiking, sun exposure, heat, and other weather conditions, and have an understanding of and be comfortable navigating around wildlife animals (insects, reptiles, mammals, etc.)
- Willingness to learn and adapt to new situations, surroundings, and circumstances in a quick and effective manner

Desired Qualifications-

- Experience working with children in a youth or outdoor education capacity
- Desire and ability to teach, work, and relate successfully with campers and fellow staff members
- Passion and excitement for the outdoors, programs offered, and providing an exceptional program to each camper
- Demonstrated maturity, sound judgment, integrity, and flexibility
- Enthusiasm, patience, and a sense of humor

Physical Working Conditions -

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee must have the:

- Ability to endure prolonged standing, bending, reaching, walking, and hiking
- Willingness to work outdoors with exposure to all weather conditions including sun, heat, rain, humidity, etc.
- Understanding of and being comfortable navigating around wildlife animals, i.e., insects, reptiles, mammals, etc.
- Capability to lift or move objects up to 10 pounds on a regular basis and occasionally lift or move objects of up to 50 pounds
- Noise level is usually minimal to moderate