



Girl Scout Council of the Southern Appalachians, Inc.
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Camp Tanasi *Job Description*

Job Title: **Adventure Unit Leader**
Classification: **Exempt**
Reports to: *Assistant Camp Director*

Girl Scouting builds girls of courage, confidence and character, who make the world a better place.

Girl Scout Council of the Southern Appalachians (the Council) is a new Girl Scout Council created as a result of the merger of the Girl Scouts of Tanasi Council, Girl Scout Council of Moccasin Bend and Girl Scouts of the Appalachian Council, Inc. The merger was effective October 1, 2009. The new Council is headquartered in Knoxville, Tennessee, and has satellite offices in Chattanooga, Tennessee and Johnson City, Tennessee. The Council serves approximately 16,000 girls and 5,000 adult volunteers. It has a staff of approximately 70 persons and a budget of approximately \$5 million. The Council serves 46 counties in East Tennessee, Northwest Georgia and Southwest Virginia.

Position Purpose:

To further the mission of the camp through the development and delivery of tripping activities that are safe, fun, and appropriate to the campers' age and abilities (rising 6th-8th graders). Manage the physical operation of the tripping program and related equipment. Trips may include: horseback riding, whitewater rafting, canoeing, kayaking, mountain biking, caving, water skiing, etc.

Essential Job Functions:

- Develop and deliver a tripping program that is appropriate for the age and ability of the campers
- ♦ Evaluate abilities of campers and staff related to the proposed trip.
 - ♦ Evaluate the success of the tripping program.
 - ♦ Teach the skills necessary for a fun and safe trip before leaving the camp site, including personal and group health and safety, outdoor cooking and camping, comfortable travel methods, maintenance and care of equipment, emergency procedures, etc.
 - ♦ Meet with the camp nurse before and after trips to monitor camper health during and following trips.
 - ♦ Lead and teach campers in various outdoor program areas. These may include biking, backpacking, boating, camping, or climbing trips. Instruction is available during staff week for several of the required skills if needed.
 - ♦ Plan itineraries and file with the camp director or supervisor before leaving for each trip.
 - ♦ May be required to drive a camp vehicle (if over 21).
 - ♦ With the assistance of campers and staff, pack and load into vehicles all necessary camping and safety equipment, food, and water for the trip.
2. Assist in the direction, supervision, and organization of campers in their tripping group, within activities and throughout the camp in order to meet the intended camper outcomes.
 - ♦ Apply basic youth development principles in working with campers through communication, relationship development, respect for diversity, involvement and empowerment of youth.
 - ♦ Assures campers are properly supervised at all times.
 - ♦ Be aware of and implement safety guidelines.
 3. Ensure that camp staff and campers follow established safety guidelines
 - ♦ Assist in the implementation of staff training for tripping.
 - ♦ Train other staff in their responsibilities on trips.

- ♦ Ensure campers and staff follow safety procedures.
 - ♦ Be prepared to enact written emergency procedures in the event of accident or illness.
4. Assist in the management and care of the physical facilities and equipment in the tripping area
- ♦ Maintain the tripping equipment. This may include camping equipment, pack-out and cook out equipment, or other vehicles.
 - ♦ Ensure the security of the tripping equipment when not in use.
 - ♦ Conduct a check of equipment before and after each use, for safety, cleanliness, and good repair.

Other Job Duties:

- ♦ Participate enthusiastically in all camp activities, planning and leading those as assigned.
- ♦ Participate as a member of the camp staff team to deliver and supervise evening programs, special events, overnights, and other all-camp activities and camp functions.
- ♦ Assist in the planning of any special events.
- ♦ Work Saturday, June 23 during the summer camp season to assist with a council-wide special event.

Relationships:

The Adventure Unit Leader works with and supervises the Adventure Counselor and Adventure Junior Counselor to plan the activities. The Adventure Unit Leader may work with other camp specialists to assist in teaching the campers specific outdoor skills.

Equipment Used:

Some equipment is provided by the camp including: sleeping bags, external frame backpacks, camp stoves and tents. Specialized equipment may be rented or bought if needed. It is recommended that the Adventure Unit Leader have their own wilderness camping gear and know how to use it. A budget will be provided.

Qualifications *(Minimum qualifications and experience)*

- ♦ At least 21 years of age.
- ♦ Current certification in tripping instruction or documented training and experience.
- ♦ Current certification in first aid and CPR.
- ♦ Current certification or willingness to obtain Wilderness First Aid.
- ♦ Current certification or willingness to obtain in Lifeguard certification.

Knowledge Skills and Abilities:

- ♦ Training and experience in teaching tripping skills to young adults and teens.
- ♦ Desire and ability to work with children outdoors in varied conditions.
- ♦ Skills in outdoor program design particular to the type of tripping and camping activities assigned to the unit.
- ♦ Previous experience leading wilderness trips and/or student experience with NOLS, Outward Bound, or similar programs.

Physical Aspects of the Position

- ♦ Ability to communicate and work with groups participating (age and skill levels) and provide necessary instruction to campers and staff.
- ♦ Ability to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques.
- ♦ Ability to observe staff behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate management techniques.
- ♦ Visual and auditory ability to identify and respond to environmental and other hazards related to the activity.
- ♦ Physical ability to respond appropriately to situations requiring first aid. Must be able to assist campers in an emergency (fire, evacuation, illness, or injury) and possess strength and endurance required to maintain constant supervision of campers.
- ♦ Ability to lift and carry an internal or external frame backpack.
- ♦ Ability to perform job responsibilities during daylight and nighttime hours.
- ♦ Physical ability to prepare for, participate in, and lead campers in wilderness activities involving tripping activities specific to this camp and position.

Some physical requirements of this position could be endurance including walking, hiking, standing, some bending, stooping, and stretching. Requires eye-hand coordination and manual dexterity to manipulate equipment. 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 facility and environment available. Operate with daily exposure to the sun and heat and exposure to various animals, plants, and environmental conditions.

Drug Testing is required.