

**4-H Summer Program Leader Position**

The University of Maine Cooperative Extension at Tanglewood and Blueberry Cove provide environmentally focused summer camps for Maine youth in Lincolnville and Tenants Harbor. Programs emphasize community living, respect for others, fun, safety, responsibility, and the joy of being a part of the natural world.

 As *Program Leader,* you will work closely with the Director and Program Coordinator to ensure a successful summer program for both counselors and campers. Each week will vary in duties and intensity depending on which programs are in camp and where support is needed. As a staff support team member, you will play a crucial role in mentoring best practices for maintaining program quality, participant safety and wellness, and staff wellness. Time management and the ability to work independently at times are necessary.

Responsibilities:

1. Assist with setting up and cleaning up camp program areas
2. Attend staff training and assist with facilitation. Help to educate staff regarding daily community responsibilities and program area specifics: day camp, residential camp, trips and leadership, waterfront supervision, or supervision of staff under 18 years of age
3. Serve as a support person for staff and a liaison between staff and camp administration. In this role, be prepared to facilitate the resolution of group conflicts among staff or campers and strive to develop a cooperative setting that encourages problem-solving and decision-making.
4. Provide night coverage as scheduled.
5. Check-in weekly with each staff member in your living unit
6. Regularly monitor the conditions of the living unit to ensure health, safety, and harmony for campers and staff
7. Meet with camp administration regularly (weekly) to discuss areas of camp needing support (SST meetings)
8. Assist in the facilitation of “half-staff” meetings and activities. Assist with regular night-time camp-wide “rounds” and after-midnight curfew check
9. Substitute into cabins for weeks when extra counselors are needed
10. Evaluate the program with camp administration at least twice during the summer. Assist camp administration in one-on-one staff check-ins twice during the summer.
11. Aid and/or support in other areas of the camp as needed
12. Be able and prepared to drive the camp van when needed
13. Role model good stewardship for the environment, and support our efforts by participating in the garden, composting and adopting sustainable practices throughout all aspects of your role
14. Participate in community chores, meal service, and miscellaneous maintenance duties as required

Qualifications:

* At least 3 years related experience working in a camp setting
* Role model healthy living, positive energy, and clear communication
* Must demonstrate responsible and safe decision-making skills in all aspects of outdoor camp programming
* Commitment to working with children in a high-energy residential setting
* Ability to lead groups outdoors over various terrain (facility and camp trails) while carrying a small backpack with teaching materials and first aid kit
* First Aid and Basic Life Support certification
* Hold a valid driver's license with the ability to drive camp vehicles, tow canoe trailers at times
* Preferred: Wilderness First Aid or First Responder; lifeguard certification

**Dates and Compensation:**

* June 5-August 31, 2023
* $500/week (pre-tax) with increases dependent on experience and certifications
* Rustic housing and food are provided when programs are in session; staff are responsible for assisting with some meal preparation and clean up

The University of Maine is an EEO/AA employer and does not discriminate on the grounds of race, color, religion, sex, sexual orientation, transgender status, gender expression, national origin, citizenship status, age, disability, genetic information, or veteran’s status in employment, education, and all other programs and activities. The following person has been designated to handle inquiries regarding non-discrimination policies: Director of Equal Opportunity, 101 North Stevens Hall, University of Maine, Orono, ME 04469-5754, 207.581.1226, TTY 711 (Maine Relay System).