

Summer Camp Co-Leader at The White Memorial Conservation Center in Litchfield, CT

The White Memorial Conservation Center is a private, nonprofit nature center and museum that provides year-round education programs for children and adults. The Center is nestled in the heart of The White Memorial Foundation, a 4,000 nature sanctuary in the northwestern hills of CT. Four guiding principles direct our work: education, conservation, recreation, and research. Please peruse whitememorialcc.org for more information on our property.

White Memorial is looking for a Summer Camp Co-Leader for 3 weeks, spanning from July 9 to 27, 2018 (plus a few training/preparation and clean-up dates to be determined). Working with another educator, this person will prepare and facilitate an onsite summer camp called Nature Adventurers, geared for children entering grades 1 and 2. The camp runs on weekdays for 3 weeks, from 9:30am-3:30pm. Employees are asked to work from 9am-4pm at \$14/hour (\$14.25 for returning employees). Housing and benefits are not provided.

Tasks may include, but are not limited to:

- Prepare and facilitate nature-related activities for young children, including onsite hikes, crafts, games, and story times
- Supervise and provide enriching activities for up to 12 1st and 2nd graders at a time
- Lead children on moderate-level hikes leaving from the classroom on White Memorial property and lasting up to 1 hour
- Deal with any first aid issues that may arise
- Attend training session(s) to learn lesson plans from former co-leader and develop any additional plans necessary for the facilitation of camp
- Manage the upkeep of a small classroom and all the necessary program materials stored within it
- Oversee arrival and pick-up times (9:30 am and 3:30 pm respectively)
- Oversee lunch time (kids will bring their own lunches)
- Communicate with parents about any scheduling conflicts on their part or behavioral issues that may arise
- Always carry attendance sheets, registration forms with emergency info, and medications brought by the children (medications will be self-administered by the child)
- Keep a daily log of activities and time frames
- Clean the classroom at the end of the 3-week period and put all program materials back in proper storage containers

Qualifications:

- Completion of at least 2-3 years of college education in the fields of environmental education, natural history interpretation, conservation biology, elementary education, or a related field. Equivalent experience may be considered.
- Prior experience working with young children
- Enthusiasm for interacting with children and teaching them about the natural world
- Comfort in speaking publicly and managing groups of up to 12 children, both in a classroom setting and on the trail
- Proficient knowledge of the area's natural history
- A valid driver's license
- Current First Aid certification (or the ability to obtain before June 15, 2018)
- An updated physical within 36 months (or the ability to obtain one before June 15, 2018)

How to Apply:

Applications are due by **Friday, February 16**. Please send a cover letter stating the specific job title(s) you are applying for, your resume, and a list of three references to Carrie Szwed, Education Director, at carrie@whitememorialcc.org, or mail to: White Memorial Conservation Center, P.O. Box 368, 80 Whitehall Rd., Litchfield, CT 06759