

Staff Support Lead

JOB DESCRIPTION



Title: Staff Support Lead

Reports to: Camp Director

Status: Summer 2021, Seasonal

Prior to applying to Camp Korey Seasonal Summer Staff please be ready to commit to:

1. To provide the safest camp environment possible, 2021 Camp Korey Seasonal Staff will be required to quarantine and create a “Staff Bubble” for the entirety of their summer contract. Safe and socially distanced activities and events will be planned for seasonal staff during the weekends, which will adhere to this commitment. We know that this is a big ask, but Camp Korey is committing to doing whatever we can to provide the safest camp environment we possibly can for campers, families, staff, and volunteers.
2. Frequent health screenings and commitment to all safety protocols while on Camp Korey property. Masks are a requirement.

Position Summary:

The Staff Support Lead is a vital member of the Camp Korey Leadership Team. The major responsibility of this position is to help plan, coordinate, adapt, and support intentional opportunities for seasonal summer staff and volunteers. This leadership position will collaborate with the Camp Director to provide safe outcome-based program opportunities for seasonal summer staff both during camp sessions and on weekends. This new leadership role will support the physical and emotional needs of seasonal staff this summer as they will be quarantined throughout the summer. Staff Support Lead should be creative, innovative, organized and an enthusiastic ambassador of staff development and support. This role will work weekends.

REQUIREMENTS- General

- Must be a minimum of 21 years of age
- Ensure all camp programs support the mission, vision and values of Camp Korey
- Have the physical and mental capability of caring for Camp Korey’s unique demographic of campers
- Commit to the entire length of the summer June 8-Aug 14, 2021
- Commitment to adhere to the “staff bubble” model throughout the entirety of their contract
- Position requires a willingness to work within a flexible work schedule and staff are expected to be punctual in following the schedule
- Act in a professional manner as a role model for all campers, volunteers and fellow staff
- Strong collaboration, communication, and team building skills
- Be fully aware of all safety and emergency procedures, and execute procedures when required
- Attend and participate in all trainings, meetings, and planning sessions
- Integrate and support volunteers at camp and provide them with training and support as needed
- Maintain camper and colleague confidentiality at all times
- Must have physical ability and stamina to set up, tear down, move equipment, lead camp events, and walk long distances over uneven terrain
- Must pass a thorough background check
- Must be free of any communicable illness and have current immunizations/vaccines
- Current CPR/AED certification required or willingness to get certified

RESPONSIBILITIES- Specific

1. Active participant in the Camp Korey Leadership Team.
2. Assist with trainings, staff meetings, and staff development throughout the summer.
3. Plan and implement weekend activities and events for seasonal staff.
4. Plan and implement weekend meals for seasonal staff
5. Coordinate with outside resources and volunteers to provide opportunities for staff development, mental health, physical health, and emotional support. (yoga, counseling, outings, specialty classes).
6. Work with the Summer Program Lead to coordinate meaningful and impactful Parent Time Open Choice events and opportunities.
7. Work as a direct liaison and support for volunteers.
8. Maintain the staff lounge and ensure there are adequate supplies for use by seasonal staff.
9. Assist with site and program preparation, including ordering/organizing supplies, decorating, creating a staff-friendly environment, coordinating special guests, etc.
10. Support all operational needs relevant to our population, their needs, abilities, and age.
11. Support Camp Korey activities for staff to ensure they are strengths-based and universally accessible. Activities should seek to increase connection, autonomy, resilience, and a professional development.
12. Be responsible for the modeling and enforcement of all CDC and State guidelines for campers and staff.
13. Complete training in operating various camper activities and assist staff with facilitating activities when needed, including creative arts, teambuilding, special events, and nature-based programming.
14. Work with the Volunteer Coordinator to ensure volunteers receive all needed materials for their welcome to camp, orientation, and for the duration of their stay at camp.
15. Responsible for knowing and adhering to the policies and procedures contained within the camp manual.
16. Support parents/caregivers and provide opportunities for respite, growth, and support as needed.
17. Buy into and support themes, programs, special guests, general silliness, and other camp related activities.
18. Actively participate self-assessments, surveys, and evaluations throughout the summer
19. A willingness to adopt a growth mindset and work in an ever changing “migrating normal”.
20. Possess the strength and stamina to work in an active environment for the duration of the summer season with limited time off and breaks.
21. Perform any other duties deemed necessary.

Applications

Applicants are asked to complete an online application.

The application may be accessed through our website: www.campkorey.org/about-us/employment

Camp Korey is doing its part to slow the spread of COVID-19 and remains committed to the health and safety of our employees. The work associated with this position may be performed remotely, either full-time or part-time, in compliance with the Governor’s Safe Start guidance. Employees reporting to work on-site need to follow safety precautions and procedures as required by the county. We will continue to seek guidance from local public health agencies and will proceed accordingly with any necessary changes with regard to “workplace location” expectations.

Camp Korey is an Equal Opportunity Employer. It is the policy of our organization that employment decisions shall be based on merit, qualifications, and competence. Except where required or permitted by law, employment practices shall not be influenced or affected by virtue of an applicant's or employee's race, color, ethnic or national origin, genetic information, religion, sex, sexual orientation, gender identity or expression, marital status, pregnancy, age, military or veteran status, leave status, or the presence of any mental, sensory or physical disability, or any other status or characteristic protected by local, state, or federal law. In addition, Camp Korey will make reasonable accommodations for qualified individuals with known disabilities unless doing so would result in an undue hardship. These policies govern all aspects of employment, promotion, assignment, discharge, and other terms and conditions of employment. Camp Korey is dedicated to building an inclusive, informed organization with opportunities for all. Any and all qualified applicants are encouraged to apply.

For individuals with disabilities who would like to request reasonable accommodations, please contact us at 360-416-4110 Monday through Thursday 9 a.m. to 6 p.m., Pacific Time.