



# Coastal Camp

at Headlands Institute

Work and live in a seaside National Park right next to a major urban center.

Walk to work!

Cultivate your professional skills in a collaborative, creative and fun environment.

Enjoy the benefits of working with an established leader in the environmental education field.

## Job Announcement **Coastal Camp Counselor** **Headlands Institute**

Position open until filled

### About Coastal Camp

*This is a seasonal, full time position beginning June 6 and ending August 19, 2011. Counselor shifts are Monday-Friday, 8 hrs/day, between 7:45 am and 5:45 pm with occasional overnight hours.*

*Summer housing & camp lunch (M-F) are provided.*

Coastal Camp combines marine science and coastal ecology themes with hands-on environmental activities and games, providing exciting opportunities for discovery in the great outdoors.

At Coastal Camp, every day is a rewarding new adventure for staff and campers alike. Our goal is to *excite, inspire, and cultivate* a lasting sense of wonder in the lives of campers and to create a safe and welcoming camp community. Coastal Camp seeks *diverse, fun, creative, and exuberant* counselors who are *passionate* about working outdoors with children. Counselors are encouraged to share their talents, skills, and interests with campers through the development of kid-friendly multicultural crafts, music, cooking, theatrical, and recreational activities.

Visit us at: [www.coastalcamp.org](http://www.coastalcamp.org)

### Position Summary:

Coastal Camp Counselors participate in the implementation of nine week-long themed day camp sessions. Each weekly theme has been chosen to highlight and take advantage of our natural outdoor location in a stunning and unique National Park setting within the Golden Gate National Recreation Area. Counselors are responsible for leading grade appropriate, safe, and fun recreational games, arts and craft activities, and creative programming designed to support weekly themes. Counselors support Field Science Educators in working with a grade group of up to 16 campers for a five-day session. Counselors are expected to engage themselves physically, intellectually, and emotionally to implement creative and unique thematic activities and to be part of a participative/collaborative learning community.

**Duties of the Job:**

Responsibilities include working with the Coastal Camp staff to accomplish the goals and objectives of the position. Duties will include:

- Serve as powerful role models by inspiring the next generation of scientists, adventurers and environmentalists.
- Provide a nurturing, safe, fun environment where campers play, explore, learn, and discover.
- Use personal talents to create and lead games, crafts, music, and hands-on creative activities that provide opportunities for team-building, individual growth and skill development.
- Support Educators in delivery of programming on hikes, in labs, and on fieldtrips.
- Work cooperatively with camp staff team including educators, counselors, and administrative staff.
- Evaluate successes and challenges of camp programming in written format during end of summer evaluation.
- Accompany campers in hiking groups, maintaining camper safety and comfort over uneven terrain and in all kinds of weather, for up to four miles per day.
- Exercise superb judgment around group and risk management.
- Administer and document first-aid as needed.
- Consistently implement camp rules and discipline policy for grade groups and individual campers in conjunction with other camp staff.
- Maintain all camp art supplies and recreational equipment.
- Assist with daily camp activity set-up and clean-up.
- Participate in staff training, June 6-10, 2011.
- Attend weekly camp team meetings.
- Perform all other duties as assigned by supervisor.

**Qualifications:**

Candidates must be at least 18 years of age and planning to work towards a college degree. Candidates must have prior experience working with children, especially ages 6-12. Educational experience in the non-formal, camp, or outdoor environment is highly preferred. Creative candidates possessing talents including guitar playing, song leading, arts & crafts and game leading preferred. Possess current CPR and First Aid certification. Effective communication and interpersonal skills; ability to implement and model excellent risk management practices and maintain a safe environment for our campers and visitors; ability to work flexible hours, including two evenings per summer. Candidates must be highly motivated, punctual, organized, and capable of working as part of a collaborative team. Employment is contingent upon employee background check including fingerprinting through the Livescan system.

**Compensation:** Competitive wages, housing in spectacular national park setting, some meals, a supportive, creative and fun work environment. This is an 11 week season with 8 weeks of work guaranteed.

**Recruiting and retaining a diverse workforce is a high priority at Headlands Institute.** Interested individuals are encouraged to submit a letter of interest and resume to the following:

Coastal Camp at Headlands Institute  
Attn: Camp Manager  
1033 Fort Cronkhite  
Sausalito, CA 94965  
Or Email:  
[coastalcampcounselorjob@naturebridge.org](mailto:coastalcampcounselorjob@naturebridge.org)