



## **CITY KIDS WILDERNESS PROJECT**

**POSITION:** City Kids Lead Program Staff, Jackson, WY

Supervisor: Camp Director

Position: Full Time Summer; Residential

Date of Employment: June 3 – August 20, 2017

### **Position Description:**

The Lead Program Staff works with a small team of co-workers to provide a summer adventure-based program for underserved youth. Our mission is to inspire confidence and leadership in children and teens from inner city Washington, D.C. We provide a multi-year experiential curriculum focusing on outdoor adventure, backcountry trips and personal growth during three 16-19 day summer sessions. Base camp is our beautiful property, Broken Arrow Ranch, in Hoback Junction just south of Jackson Hole.

The Lead Program Staff includes the primary responsibilities of a program staff, as well as additional responsibilities for trip coordination, decision making and management of a team of 3 Program Staff. Responsibilities are outlined below.

### ***The responsibilities of Program Staff are multi-faceted and include all of the following;***

***Mentoring-*** Develop a positive, proactive relationship with participants, be a role model, facilitate team and personal growth. Encourage positive behavior, set goals, and create a safe environment for participants. Lead Staff members serve as a support for campers who need individual support.

***Activity and Trip Leader-*** Responsible for planning and leading activities, journaling, camp lessons, sports, day trips, and multi-day backcountry trips with a team of co-leaders. Daily activities include team-building games, skills-building lessons, team sports, debriefs and group facilitation. Day trips include off-site day adventures, education and service trips. Multi-day backcountry trips range from 3-10 days including backpacking, canoeing, and kayaking.

***JET supervisor-*** Primary supervisor for 1-2 counselors-in-training throughout the course of the session. Provide daily feedback, correction, encouragement, support, and formal evaluations during job training program.

***Cabin Counselors-*** Lead Staff will be responsible for providing substitute supervision for counselors who have a night or day off in their cabin. This include sleeping in camper cabin as many as 4 nights per session.

***Management*** – Facilitate positive group dynamics for staff and campers. Provide support and feedback for team of program staff on a regular basis, resolve conflict, and address immediate performance issues. Effectively communicate with Camp Directors about group or staff issues. Lead Staff support Program Staff in managing challenging students or challenging group dynamics.

***Decision-making & Risk Management*** – Serve as the lead instructor on wilderness and day trips, responsible for facilitating decision making in emergency situations and final decision of group. Responsible for communication with main office during emergencies, student updates, and trip agenda changes.

**Trip Leading** – Responsible for organizing trip planning and packing for all day and backcountry trips. Responsible for delegating and assign roles and responsibilities for program staff and JETs as necessary. Responsible for overall implementation of trip.

Staff work as a team directly with the Camp Director and Program Directors to implement the program. This is a residential position and thereby is not limited to these stated responsibilities. Everyone at camp shares responsibility for day-to- day tasks, which are an integral part of living in a small close-knit community. Counselors have partial days and a full day off during and between sessions. Contract includes paid 10-day staff training. Please refer to <http://citykidsdc.org/> for an understanding of our program and the children we serve.

**Position Qualifications:**

- Experience working with children in outdoor, camp or other residential settings, trip leading.
- Demonstrated competence in teaching, counseling, and guiding youth, experience with at-risk youth preferred.
- Patience, initiative, enthusiasm, proactive communication style, flexibility and energy are a must.
- The ability to relate well to others and to work effectively with a variety of people.
- General to advanced knowledge and ability in several or all of the following activities: canoeing, horseback riding, swimming, backpacking, kayaking, rock climbing, outdoor education, group dynamics, experiential education, games & initiatives, orienteering, and outdoor living.
- Demonstrated ability to anticipate and manage potential hazards, both physical and emotional.
- Demonstrated sound judgment and the ability to manage a group effectively under stressful conditions.
- An understanding and commitment to the goals and philosophy of City Kids and experiential education.
- Knowledge of environmentally acceptable practices for backcountry living.
- Demonstrated ability to provide appropriate structure, perspective and guidance in the process of program delivery.
- Be sufficiently fit to lead all activities and trips and to maintain ample energy, strength, and focus to assist students with physical and emotional obstacles.
- First aid certification appropriate to adventure and wilderness activities, to include as a minimum CPR (ARC Professional Rescuer or AHA Health Care Provider) and Wilderness First Responder (or ARC Advanced First Aid), LGT or EMT desirable.
- Valid/clean driver's license; must be over 21 years old.

**Compensation:**

\$400/week; Paid training; Outside training stipends; Workers compensation insurance; Room & Board.

**To Apply:** Please email your resume and cover letter to: [hiring@citykidsdc.org](mailto: hiring@citykidsdc.org)