Canter’s Cave 4-H Camp
1362 Caves Rd, Jackson OH 45640
Anita Harris, Camp Manager
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Job Title: Summer Staff – (Non-Lifeguard)

Overview: Summer staff members are responsible for providing leadership to a variety of educational and social recreational activities during 4-H and other resident and non-resident camps and events at Canter’s Cave 4-H Camp.

Timeline: Applications due January 13 with interviews at Camp on January 28. Staff training begins on or about the last week of May, with the first camp beginning June 1. The position continues through July 28.

Compensation: This is a seasonal position. Fulltime summer staff will receive a compensation package for nine weeks that includes a weekly stipend, onsite housing, and meals.

Essential Job Functions:
1. Work with fellow summer staff, including the summer program coordinator and lifeguards, to ensure the safety of all camp users at all times.
2. Respond to emergencies and contact/activate EMS as appropriate; handle all incidents according to camp procedures and training.
3. Work with fellow staff to maintain the camp facilities and equipment to ensure a safe and healthy environment for users. Equipment includes but is not limited to archery, high ropes equipment and facilities, recreation equipment, and so on.
4. Ensure that users are informed regarding camp rules; enforce rules at all times.
5. Communicate any potentially dangerous elements of camp facilities or equipment to the camp manager.
6. Attend all scheduled staff meetings and participate in scheduled staff training.
7. Serve as a positive role model for campers by following the camp rules and leading activities with enthusiasm.
8. Work with camp program directors as needed to identify scheduling needs and help set up for and lead routine and special camp activities and events.
9. Lead sessions, such as archery, high ropes, hiking, nature/environmental education, and so on, as assigned.
10. Work with fellow staff and counselors to plan and conduct flag ceremonies, closing ceremonies, evening recreation, and campfire programs
11. Complete required reports.

Other Job Duties:
1. Assist with kitchen duties, including helping to set up for and serve meals.
2. Perform other duties as assigned.

Relationships:
Summer staff members are responsible to the summer program coordinator and works closely with the lifeguard and summer staff team and camp manager, as well as with the camp program directors and counselors.

Equipment Used:
Archery, high ropes, and recreation equipment, and so on.

Qualifications:
Current CPR and first aid certification. Additional certifications provided by Canter’s Cave and associates for archery and high ropes at no charge. Refer to separate position description for lifeguard qualifications and certification requirements.

Physical Aspects of the Job:
Ability to hike several miles over rough terrain. Ability to assist with high ropes activities, lift and move archery targets, and so on.