

Girl Scouts of Connecticut

Position Title: Arts and Crafts Specialist

Reports To: Program Director

Type of Camp: Day Camp

Location: To Be Determined

POSITION SUMMARY:

This position is responsible to further the mission of camp through assisting in the development and delivery of arts and crafts programs that are safe, fun, and appropriate to campers' ages and abilities.

MAJOR ACCOUNTABILITIES:

- Works with the camp administration and camp to coordinate arts and crafts programs with overall programs emphasis where applicable and camp activities. Works cooperatively to enrich all-camp and arts and crafts programs and to facilitate general camp operations.
- Ability to model behavior consistent with the Girl Scout Mission, Promise, and Law.
- Provide orientation at pre-camp training to camp staff with regard to the program goals and availability.
- Encourages girl-planning in the carrying out of programs, with an emphasis on age-appropriate and skill-appropriate arts and crafts activities.
- Coordinates with the Program Director and unit staff for the arts and crafts schedule of activities.
- Maintains health and safety standards for campers and self. Sees that well-equipped first aid kit is maintained in the arts and crafts areas at camp. Maintains contact with the Healthcare Supervisor regarding the health status of campers. Reports accidents and files incident reports promptly.
- Participates in all regular camp activities such as meals, flag ceremonies, all-camp activities, cookouts, opening and closing days and kapers.
- Keeps records and prepares written reports as requested.
- Requests and care for necessary equipment and supplies, requests necessary repairs and maintenance.
- Participates in regularly scheduled meetings and trainings in order to ensure open and positive communication.
- Participates in opening and closing procedures of the camp season.
- Assist the campers in emergency situations.
- Keeps the Program Director informed on activities, problems and concerns on an ongoing basis.
- Knowledge of pluralism and diversity issues and ability to effectively communicate and work with all people to encourage full participation in Girl Scouting.
- Other duties as assigned.

SKILLS AND COMPETENCIES:

High School graduate or its equivalent. At least 18 years or older.

Basic First Aid certification preferred.

The ideal candidate will possess experience which relates to job responsibilities, including successful experience in assisting with developing and delivering arts and crafts programs in a prior setting, camping, group leadership, and organizational skills. The candidate must have experience working with children.

The candidate must have the ability to work with staff and campers to develop, organize and implement Girl Scout program in the out-of-doors. The candidate must show willingness to abide by the policies and practices of the Girl Scouts of Connecticut, Inc.