



## Position Description

<b>Position Title:</b>	<b>Unit Leader</b>
<b>Reports To:</b>	<b>Assistant Camp Director</b>
<b>Status:</b>	<b>Seasonal, Exempt</b>
<b>Salary:</b>	<b>\$350-400 per week</b>
<b>Dates:</b>	<b>June 3-August 2</b>

### About Our Program

Come join Girl Scouts Carolinas Peaks to Piedmont for your best summer yet! We are looking for enthusiastic, passionate and fun-loving staff members to help bring the camp magic to life for our girls.

We will run overnight camp at two of our camp properties: Keyauwee Program Center in Sophia, NC and Camp Ginger Cascades in Lenoir, NC. Staff will have the unique opportunity to work at both properties, spending the first 2.5 weeks at Keyauwee and then moving to Ginger Cascades for four weeks. In addition to overnight camp, there will be a special, one-week camp session at Camp Pisgah in Brevard, as well two weeks of day camp held at offsite locations in Greensboro and Iredell County. Camp team members hired for overnight camp will also assist with these additional camp opportunities.

So, are you ready to share your love of the outdoors with girls this summer? Are you ready to grow in your leadership skills and make connections with others who are dedicated to bringing girls outside? We hope so!

### Position Summary

The Unit Leader coordinates and supervises all Unit Counselors and campers in their assigned age group unit. This position lives in unit with their assigned age group and oversees the daily living and activities for their unit including observing and responding to camper behavior, ensuring camper and staff safety at all times, facilitating program activities, mitigating risk and responding to emergencies (fire, evacuation, illness, or injury). Unit Leaders serve as a guide, mentor and role model to campers and staff. This includes modeling respect for others, particularly as related to valuing and understanding differences and similarities of campers and staff. Unit Leaders also provide guidance and coaching for Unit Counselors, helping to develop their leadership skills at camp. Unit Leaders must possess the strength and endurance required to maintain constant supervision of campers and Unit Counselors in a variety of activities.

### Major Responsibilities

- Supervise Unit Counselors in their unit and provide guidance and coaching when necessary.
- Lead unit in all aspects of their week at camp including daily routines, meals, and activities.
- Live in unit with their assigned age group and help campers with their daily routines.

- Supervise daily living and program activities to ensure campers' physical and emotional safety at all times.
- Serve as a guide, mentor and role model to campers and staff.
- Guide activities in the unit, assuring camper input and enabling camper growth and development in accordance with Girl Scout program goals.
- Maintain and update required unit paperwork and records.
- Supervise unit cleanliness, health care, equipment, supplies, and housekeeping responsibilities.
- Escalate camper and staff concerns to the Assistant Camp Director, as needed.
- Other duties as assigned.

### **Additional Accountabilities**

- Actively support all efforts to increase cooperation, communication, and collaboration between and among staff members, volunteers, and girls.
- Understand and internalize the importance of seeking resolution to problems and concerns by bringing them to the direct attention of supervisor in a timely manner.
- Seek to improve the effectiveness and efficiency of all camp operations with positive and creative approaches to challenges.
- Ensure that materials prepared and produced for the camp's internal and external audiences reflect the highest standards of excellence.
- Demonstrate sound time-management skills by effectively and efficiently organizing, prioritizing, and completing multiple assignments in a timely manner.
- Maintain strict confidentiality when handling sensitive information.
- Attend all administrative meetings as needed.
- Continually seeks and accepts opportunities for personal and professional growth.
- Ensure that diversity and pluralism are embraced and incorporated into the design and delivery of camp experiences; actively support and promote the camp's commitment to diversity and inclusion.
- Respond to all emergency and crisis situations quickly and calmly.

### **Requirements**

- At least 19 years old.
- Must be female or female-identifying.
- 2 years of experience working with youth, preferably in a resident camp setting.
- Demonstrated passion for working with youth.
- Must successfully pass a criminal background check.
- Current First Aid/CPR certification, or ability to obtain certification.
- Must have the strength and endurance required to maintain constant supervision of campers and staff in a variety of activities.
- Love being outdoors and willing to work outdoors in the heat, humidity, and rain.
- Prepared to live on-site during employment in rustic cabin accommodations (often with no electricity, internet, or air conditioning.)
- Belief in the purpose and value of Girl Scouting; must be a registered member of Girl Scouts or become a member upon acceptance of position.
- Strong commitment to diversity, equity and inclusion.
- Ability to communicate with staff, campers, and parents with diplomacy and tact.

**Physical Requirements**

*Any physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable qualified individuals with disabilities to perform the essential functions unless this would cause an undue hardship to the Council.*

- Prolonged standing, bending, stooping, walking long distances, hiking, climbing, and stretching;
- Moderate lifting (up to 50 pounds);
- Walking on uneven terrain, up and down hills for distances up to 1/2 mile;
- Endurance to meet emergency needs;
- Ability to live in a camp setting and work irregular hours;
- Ability to tolerate daily exposure to the sun, heat, and animals such as bugs, snakes, bats, etc.

**Disclaimer Statement**

The above are intended to describe the general nature and level of work being performed by employee(s) assigned to this classification. They are not intended to be an extensive list of all responsibilities, duties, and skills required of personnel so classified. Other functions may be assigned and management retains the right to add or change the duties at any time. The employee is expected to adhere to all organization policies and to act as a role model in the adherence to the organization policies.

**I have read and understand the job description. I attest that I am qualified and able to perform the duties of this position as described.**

**Employee's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_