



## Job Description

**Position Title: Girls Camp Volunteer**

**Position Reports To: Girls Camp Director**

**Mission:**

The American Youth Foundation inspires people to discover and develop their personal best, to seek balance in mental, physical, social and spiritual living and to make a positive difference in their communities and in the wider world.

**Expectation of All Employees:**

Show commitment to the core values of best self, balanced living, safety, respect, responsibility and stewardship. Support the organization's mission, vision and ethics by displaying the following behaviors: integrity, openness and honesty, listening and understanding, giving and receiving constructive feedback, seeking a balance between personal and professional lives, dependability and accountability. Follow guidelines as described in AYF Staff Manuals.

**Position Purpose:** Support the daily functions of Girls Camp by assisting in the Craft House, DDLC Office, Interest Groups, as well as working on landscaping and facility projects as assigned.

**Specific Responsibilities:**

- Support and assist in daily activities in Girls Camp, including teaching classes and organizing materials
- Work in a primary area, such as Craft House, DDLC Office, Facilities, or Interest Groups and assist in other areas
- Take daily direction from Coordinators or activity leaders
- Work at least six hours per day
- Teach up to four Interest Groups per day, 4 days per week
- Model the American Youth Foundation philosophy of balanced, four-fold living and encourage positive youth development in the campers
- Set a high standard of personal neatness, promptness, manners, language, attitude and participation
- Utilize positive behavior reinforcement and human relations skills with campers and other staff members
- Establish personal and professional goals for the summer and work towards those goals
- Complete all job functions and other duties as assigned

**Essential Functions:** Able to fulfill the essential functions of the position, and with no established medical history that would preclude fulfillment of the essential function, including passing a medical exam where a licensed physician signs a health memorandum in support of this

- Applicants must be in excellent physical condition. They will be required to have the stamina and energy to safely lead campers during travel through difficult terrain, in challenging weather and after long days. Able to lift up to 45 pounds.
- Applicants must have strong emotional health. They will be required to exhibit good judgment, effective problem solving, and maintain calm to safely lead the children in their care under changing and stressful conditions.
- Be able to maintain focus for extended periods while assessing risks and supervising campers
- Ability to respond to, teach and manage the behaviors of the campers in their care
- Able to effectively manage their emotions to remain focused on what is in the best interest of the campers in their care in a variety of situations.
- Ability to communicate effectively with campers and staff
- Ability to respond to and direct campers and/or staff in an emergency
- Ability to work effectively with people from diverse backgrounds
- Ability to maintain a physically and emotionally safe environment for campers

**Qualifications:**

- Willingness to be of service and to support the AYF program
- At least 18 years of age, previous experience as AYF staff preferred
- Must have completed one year of college or equivalent
- Interest, knowledge and skill in a variety of areas, along with strong teaching ability
- Strong teaching/facilitating/organizational skills.
- Current certification in CPR and First Aid (training available for accepted candidates).
- Strong teaching/facilitating and leadership skills preferred
- Previous experience working with children, adolescents and/or young adults required

**Approvals:**

I have read and understand this job description:

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Employee Signature, Date

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Supervisor Signature, Date

*The above statements are intended to describe the general nature and level of work being performed by the individual(s) assigned to this position. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required for this position. This document does not create an employment contract, implied or otherwise, other than an "at will" relationship.*