



Audubon Society of Rhode Island

Assistant Summer Camp Director (Seasonal Position)

Job Description

Responsibilities: Assist in the management of Audubon Summer Camp under the direction of the Camp Director (CD). This seasonal position will be for the summer camp located at the Bristol Nature Center and Aquarium and the Caratunk Wildlife Refuge in Seekonk, Ma.

- Provide support, energy, and motivation for the camp staff. Help maintain a fun, friendly work atmosphere.
- Demonstrate clear, professional communication with the CD, camp staff, Audubon staff, parents, campers and public on a daily basis.
- Assist CD in supervising and evaluating Instructors and Junior Counselors/CIT's. Help to provide feedback and guidance to instructors. Share recommendations and concerns with CD regarding Instructors' performance.
- Assist with development and teaching of pre-camp training(s).
- Manage the daily logistics and oversight of the day-to-day activities of the camp program.
- Participate in staff meetings and planning sessions. Communicate daily with CD.
- Protect the physical, emotional, welfare and safety of campers and camp staff. Address conflicts, questions, concerns, or parent issues/comments as directed by and in consultation with the CD.
- Ensure that camp staff and campers know and follow safety and educational procedures during camp programs.
- Model appropriate behavior and use appropriate behavior management techniques at all times.
- Assist in evaluating the success of the program.
- Be able to substitute teaching/leading activities.
- Be able to physically hike on woodland trails, be comfortable with working in the heat, and long, active days.
- Be willing to use first aid and CPR skills when necessary, according to the camp's procedures.

Qualifications:

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- Must be at least 21 years of age.
- Must have demonstrated experience of working with children in a safe and effective manner. A minimum of one season's experience as camp Instructor or teacher is necessary, although other childcare experience may be considered.
- Bachelor's degree in the natural sciences, outdoor recreation, environmental education, education, or other field related to childcare/development is required.
- Experience and background in working with children with diverse, intellectual, emotional, and developmental abilities, or a degree in Special Education is strongly preferred.
- Demonstrated ability to work with and communicate effectively with persons of all ages is necessary.
- Must be available to follow the camp schedule, which includes working some extended days.
- Must be able to work cooperatively and independently; and have effective communication skills, and effective computer skills;
- Must exhibit enthusiasm, a sense of humor, patience, and self-control.
- The preferred candidate will have supervisory skills and experience working or volunteering at a nature camp, nature center, or outdoor interpretive center.
- Current certification in first aid and CPR during the full period of employment are required.
- Favorable completion of both the Criminal and Sex Offender Record Information is necessary.

Compensation and Schedule: Start and End Dates for both positions would be late April or early May to mid-August 2025. The positions pay rate is \$24.00/hour.

To Apply:

Audubon is committed to representing Rhode Island's diversity in our staff, volunteers, boards, and membership and creating a positive, inclusive workplace culture where all can thrive. We encourage anyone who is interested in this role to apply, regardless of whether you think you meet all the qualifications. The top candidates will have their own unique perspectives, experiences, and backgrounds. Please send a cover letter and resume to thall@asri.org

As an equal opportunity employer, all applicants are considered regardless of race, color, religion, gender, age, national origin, military status, veteran status, physical or mental disability, sexual orientation, gender identity, genetic information or any other characteristic protected by law.

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