

# Nature Centre Coordinator

## Job Description

**REPORTS TO:** Summer Program Director

**WORK TIME:**

- Two weekends of Pre-Camp Training (May 28, June 23-25)
- Nine weeks of Program Preparation & Delivery (June 26-September 1)
- One week unpaid vacation in July

**SUMMARY OF DUTIES:**

The Nature Program Coordinator is responsible for the implementation of the Nature Program, including all program content & all nature activities for Day & Residential Camps. This position will also be responsible for maintaining the equipment, the Nature Centre as well as all supplies & services necessary for the operation of this program. The Nature Centre Coordinator must be organized, passionate about working with youth & interested in developing creative opportunities for campers to explore the nature around them. This position requires adaptability & an interest in supporting the Senior Staff in incorporating more of the Scouting Principles/Method into Camp Samac's Summer Program.

**DUTIES & RESPONSIBILITIES:**

1. Coordination & implementation of the Nature program for all summer camp programs at Camp Samac in accordance with weekly themes & Scouts Canada's Badge Program.
2. Responsible for maintenance of the Nature Centre, supplies and resources.
3. Implementation of Camp Samac's four eco-systems into program activities.
4. Participate & assist in Camp activities as assigned.
5. Submit any supply requests to the Summer Program Director.
6. Provide reports to the Summer Program Director at weekly Senior Staff meetings.
7. Assist in the set-up & take down of Camp.
8. Other duties as required.

**QUALIFICATIONS:**

1. Minimum 18 years of age, 21 years of age preferred.
2. Nature Conservation/Ecology and Biology background considered a strong asset.
3. Current Standard First Aid/CPR (Level C).
4. Embodies personal beliefs in keeping with the Mission, Principles & Practices of Scouts Canada.
5. Demonstrated appropriate attitude, skills & knowledge for the position.
6. Proven leadership, planning & administrative abilities.
7. Strong communication & human relations skills.
8. Completes Scouts Canada screening process including a clear Police Records Check, with Vulnerable Sector Check.
9. Is prepared to complete all necessary training, including additional Pre-Camp Training if deemed necessary.
10. Willing to work non-traditional hours.
11. In good physical health.

If you think you will make a great addition to the team, please complete our [Online Application](#) by January 8, 2017. Scouts Canada, thanks you for taking the time to consider this position. Please understand that only individuals chosen for an interview will be contacted.

For more information about Scouts Canada visit our website at [www.scouts.ca](http://www.scouts.ca). For more information about Camp Samac Summer Program, go to <http://wpc.scouts.ca/ca/camp-samac-summer-programs>.

