girl scouts of eastern missouri

ROLE DESCRIPTION

Title: **Day Camp Unit Leader**

Purpose of the position: Be responsible for the operation and program of a day camp.

Accountability: Appointed by and accountable to the Day Camp Director.

Staff/Department: Camping Services Manager/Camp Program

Terms of appointment: October through September.

Time Commitment: 1 week at camp

Responsibilities:

- Develops and carries out the program for day camp unit within the framework of day camp standards, objectives and practices while staying within a set budget
- Plans and offers appropriate program opportunities and activities to campers in day camp unit with the help of Assistant Unit Leader(s) and guidance from Day Camp Director
- Helps each camper participate actively in program and take her full part in unit management, to enjoy new experiences and have fun
- Supervises use and care of equipment and supplies and returns items promptly and in good condition
- Follows camp procedures as outlined by the Girl Scouts of Eastern Missouri and Day Camp Director
- Maintains all records as requested by the Day Camp Director and Day Camp Business Manager

Requirements of the position:

- Meets membership requirements
- Abides by national and local Girl Scout policies, standards and procedures as specified in the *Volunteer Essentials* and *Safety Activity Checkpoints*
- Attends at least 18 hours of day camp facilitation
- Attends camp each day in session, notifying Day Camp Director promptly should an emergency arise making attendance impossible
- Has attained the minimum age of 18
- Has sufficient time and dedication to carry out this commitment

Knowledge and skills required:

- Background or appreciation of Girl Scouting with ability to learn
- Cheerful attitude and stamina to work in, and enjoy the outdoors in the summertime
- Interest as a leader of young people
- Knowledge of *Safety Activity Checkpoints* and *Volunteer Essentials*
- Knowledge of other available Girl Scouts of the USA and Girl Scouts of Eastern Missouri resources that provide information pertaining to current policies, standards and procedures relevant to the duties of the position

Training Required:

- Day camp in-town & on-site training as offered by the Day Camp Director