

SUMMER OUTDOOR ADVENTURE PROGRAM STAFF (Brooksby Farm: Peabody, MA)

Contact: Randy Weld, Peabody Recreation Department
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SITE DIRECTOR: The Site Director will supervise the Brooksby Summer Adventure Program. Specifically, they are responsible for developing a specific program plan, leading activities and ensuring the safety and enjoyment of participants. The Site Director is responsible for the direct management of Recreation Specialists, up to 60 participants at a time, and multiple teen assistant leaders.

Responsibilities-

- Plan and implement appropriate schedule and activities.
- Organize and lead a variety of small and large group activities. Activities may include crafts, nature, songs, games and sport activities.
- Identify and respond to participant behavior issues. Implement positive behavior-management techniques.
- Ensure that the site is kept clean, organized, and free of litter.
- Communicate with parents about participant's experiences and report concerns to Recreation Supervisor.
- Maintain accurate program records including incident reports, logbook documentation, and daily attendance.
- Know and understand ALL emergency procedures associated with the program.
- Know, enforce, and follow all safety guidelines associated with the program. This includes but is not limited to being responsible for participant's safety and their whereabouts at all times.
- Help guide Recreation Specialists and Teen Leaders to have a deeper understanding of leadership and counseling skills.
- Be a role model for staff and participants by following all policies and demonstrating enthusiasm, humor, and a commitment to personal growth.
- Participate in and help facilitate comprehensive staff training prior to the start of the program, as well as weekly planning meetings.

Qualifications:

- Minimum 21 years of age.
- Experience working with youth. Camp or other group experience required.
- Must have enthusiasm, be adaptable, dependable, and possess an excellent work ethic.
- Must be able to provide guidance and supervision.
- Wilderness First Aid or Wilderness First Responder, as well as CPR certifications prior to the start of the program.
- Demonstrate knowledge and skill in program areas. Challenge course and youth outdoor recreation experiences preferred.
- Possess good leadership abilities and responsibility.
- Have the ability to work with minimal supervision.
- Ability to work hard and maintain positive attitude, despite challenging circumstances involving the environment, weather and the emotional responses of youth in outdoor and challenge settings.

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TRIP DIRECTOR: Trip Director will supervise 5 off-site based programs throughout the summer. Programs include day and overnight trips for ages 12 - 16, including the following activities: canoeing, rock-climbing, backpacking, surfing and camping. Responsibilities include trip leadership in the areas of: planning; gear management; food shopping; transportation; staff management and emergency response. Contract includes 9 weeks compensation.

Responsibilities

- Review and understand all trip itineraries and emergency action protocols.
- Organize and lead a variety of group activities relevant to outdoor travel and community building.
- Identify and respond to participant behavior issues. Implement positive behavior-management techniques
- Ensure groups adhere to industry standards for outdoor travel and recreation.
- Communicate with parents and participants about program expectations and policies.
- Supervise and provide professional development for all assistant trip staff.
- Be a role model for staff and participants by following all policies and demonstrating enthusiasm, humor, and a commitment to personal growth.
- Participate in comprehensive staff training as well as weekly planning meetings.

Qualifications:

- Minimum 20 years of age.
- Experience in working with youth. Camp or other youth group experience required.
- Must have enthusiasm, be adaptable, dependable, and possess an excellent work ethic.
- Must be able to provide guidance and supervision.
- Wilderness First Aid or Wilderness First Responder, as well as CPR certifications prior to the start of the program.
- Demonstrate knowledge and skill in program areas, specifically those related to backpacking, canoeing, rock-climbing and camping.
- Possess good leadership abilities and responsibility.
- Have the ability to work with minimal supervision.
- Ability to be physically active for long periods of time.
- Ability to work hard and maintain positive attitude, despite challenging circumstances involving the environment, weather and the emotional responses of youth in outdoor and challenge settings.

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RECREATION LEADER: Recreation leaders will lead small groups of children, ages 7-16, in becoming confident and competent as individuals and group members in outdoor settings. The daily schedule will include games and crafts, nature exploration, team-building initiatives as well as high and low ropes course sessions. The program also includes overnight and field-trip activities that will incorporate camping, hiking, canoeing, rock-climbing and surfing.

Responsibilities:

- Plan and implement appropriate daily schedule of activities for designated age group each week.
- Lead small groups of youth in outdoor challenge and adventure activities at Brooksby Farm and various sites in the region.
- Participate in comprehensive staff training prior to program's commence, as well as daily in-session planning meetings.
- This position does involve multiple overnight commitments from staff.
- Staff will assist with the preparation, maintenance, packing and unpacking of all program materials, including those related to all trips and special events.
- Dynamically deliver and facilitate activities that maintain physical and emotional safety of participants.

Qualifications:

- Minimum age of 19 years.
- Previous experience working with children, preferably in outdoor or adventure settings. Group facilitation experience preferred.
- Hard-working, dedicated, energetic.
- An appreciation for the outdoors.
- Multiple experiences camping and hiking. Experience canoeing, rock-climbing or surfing also a plus.
- Timely, reliable and committed to working both cooperatively and independently.
- Ability to maintain a positive attitude while being physically active all day.
- Experience confronting adversity and persevering.
- Ability to work hard and maintain positive attitude, despite challenging circumstances involving the environment, weather and the emotional responses of youth in outdoor and challenge settings.