

**Girl Scouts of Greater Los Angeles
Job Description**

Job Title: Activity Instructor, Ropes, Climbing Wall and Archery, El Ranchito- Long Beach, CA

Department: Mission Delivery, Program

Reports to: Activities Supervisor

HOW TO APPLY: Please send resume to elranchitocamp@girlscoutsla.org with **Activity Instructor** in the subject line.

THIS IS A SEASONAL POSITION: Availability June 1- mid August

SUMMARY: The Activity Instructor (Seasonal) is responsible for the development and implementation of high quality climbing wall, low ropes course and archery programming that meets the goals of the camp and council and that meets the standards and guidelines of GSGLA, GSUSA, ACA, and the State of California. Training provided for each focus area.

MINIMUM QUALIFICATIONS:

- Minimum age: 18 years old
- Willingness to promote and encourage the Girl Scout Philosophy
- Desire and ability to work with children of different ages, backgrounds, and interests
- Serve as a role model for campers and other staff
- Good character, integrity, and adaptability
- Understanding that every situation can be a learning experience
- Ability to take initiative to carry out tasks and responsibilities of camp
- Ability to work in a team setting
- Willingness to take charge and help motivate others
- Appreciation and respect for all races, cultures, religions, and abilities
- Enthusiasm, creativity, honesty, and patience
- Promptness
- Reliable transportation
- First Aid/ CPR Certified
- Able to pass a criminal background check

DESIRED QUALIFICATIONS:

- Experience and demonstrated sensitivity in working with people from various ethnic, religious, and socioeconomic backgrounds
- Preferred but not required knowledge or experience of archery, low ropes, rock climbing and belay procedures
- Knowledge of Girl Scout program desirable
- Prior certifications highly desired
- Experience in camp or similar setting

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Develops and implements a climbing wall and ropes course program that is based on sound educational principles, offers a progression of skills, and is based on the interests and abilities of campers
- Establishment and monitoring safety procedures for climbing wall and ropes course program according to Girl Scout and ACA standards including the training of campers
- Monitors facilities and equipment under her/his care for needed repairs and replacement
- Responsible for care of all facilities, equipment and supplies
- Sets up and breaks down climbing wall and ropes course area in orderly fashion including the maintenance of accurate inventories of supplies and equipment

- Prepares opening and closing inventories of climbing wall and ropes equipment and supplies
- Sets up and breaks down archery range in orderly fashion including the maintenance of accurate inventories of supplies and equipment
- Prepares opening and closing inventories of archery equipment and supplies
- Evaluates and reports as requested by the activities supervisor or other administrative staff
- Other duties as assigned

LANGUAGE SKILLS: Ability to effectively present information and respond to questions from groups of volunteers, leaders, and girls and the general public

MATHEMATICAL SKILLS: Ability to calculate figures and keep accurate records

REASONING ABILITY: Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

CERTIFICATES, LICENSES, REGISTRATION:

- Current CPR and First Aid certification
- Verification of legal right to work in the United States
- Valid California identification
- Social security card
- If you have a valid California Drivers License – proof of valid Automobile Liability Insurance

OTHER QUALIFICATIONS: Weekend Work Required (training)

PHYSICAL DEMANDS:

- Ability to lift and move weight of 50 lbs
- Ability to climb 25 feet high
- Ability to visually monitor and physically spot and belay campers weighing up to 200 lbs
- Ability to demonstrate proper technique in specialty area
- Ability to set up, adjust, and monitor physical equipment in specialty area
- Ability to negotiate and manage uneven terrain

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this Job, the employee is regularly required to talk or hear. The employee is frequently required to stand; walk and sit. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include distance vision, peripheral vision, depth perception and ability to adjust focus. The noise level in the work environment is usually high.