

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

Job Title: Unit Leader, Camp Osito Rancho – Big Bear, CA

Department: Mission Delivery, Program

Reports To : Assistant Camp Director

HOW TO APPLY: Please send resume to ositocamp@girlscoutsla.org with **Unit Leader, Camp Osito Rancho** in the subject line.

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

JOB SUMMARY:

The Unit Leader is responsible for the maintenance and coordination of high quality program according to the goals and objectives of the camp and Council and for the physical and emotional health and safety of the campers under her supervision. She gives direction to unit staff as assigned. The Unit Leader works under the supervision of the Administrative Staff as determined by the Director.

JOB ACCOUNTABILITIES:

- Guides campers through program and group living while helping each gain the most from the camp experience.
- Coordinates unit activities and coordinates unit participation in all camp activities.
- Assists campers during the night as needed with illness, homesickness, bathroom runs, and night time fears.
- Schedules the evening on call staff nightly rotation within the unit for camper assistance during the night.
- Delegates specific responsibilities to staff members, helping each to develop leadership skills, responsibility, and a caring attitude as members of a cohesive team.
- Arranges schedules, time off, and staff meeting and conferences.
- Keeps records as requested.
- Monitors facilities and equipment under her care for needed repairs and replacements.
- Participates in the planning and implementation of all-camp activities as needed.

DESIRABLE QUALIFICATIONS:

- Minimum Age: 21 years old
- Experience and demonstrated sensitivity in working with people of various ethnic, religious, and economic backgrounds.
- Documented experience in delivering program to children.
- Ability to lift and move 35 lbs.
- Ability to negotiate rough and uneven terrain.
- Ability to sustain physical activity at altitude above 7000 feet.
- Experience in supervision of adults.
- Knowledge of Girl Scout program.
- Participation in camp or program leadership training.
- Must pass background check.

CERTIFICATES, LICENSES, REGISTRATIONS:

- Current First Aid/CPR certification
- Verification of legal right to work in the United States