



## JOB DESCRIPTION

**TITLE:** Summer Camp Extended Care Assistant Instructor at Boulder, Lafayette, or Littleton Camps  
**REPORTS TO:** Summer Camp Manager  
**STATUS:** Part time, Seasonal Employee  
**START DATE:** Training May 18-19, 2019, Boulder position is May 28-August 9. Lafayette position is June 3-August 2 (skipping weeks of July 1-5 & July 22-26) Littleton position is June 17-July 26 (skipping week of July 1-5).  
**HOW TO APPLY:** Fill out an online application at:  
<https://thorne.campintouch.com/ui/forms/application/staff/App>

Positions open until filled, initial review of applicants on January 7, 2019, early applications appreciated. Send resume and cover letter to Carrie Riesberg, Summer Camp Manager [carrie@thornenature.org](mailto:carrie@thornenature.org). Please, no phone inquiries. Questions can be directed to Carrie Riesberg by e-mail and will be responded to within five business days.

### **Thorne Mission and History:**

Thorne Nature Experience is a non-profit organization that is committed to building Earth stewardship by providing youth with joyful, hands-on, place-based environmental education experiences that foster an emotional connection to nature. Thorne believes in ensuring access for all youth to discovery, exploration, and a connection to the natural world. Founded in 1954, Thorne has a rich history and has reached more than 300,000 children and adults through its Summer Camp, School Programs, Community Programs, and Nature For All Initiative.

### **Thorne Summer Camp Program Description:**

Thorne Summer Camp in Boulder, Lafayette, and Littleton has been connecting youth to nature since 1957! Each summer, Thorne offers weeklong day “Camp Experiences” for youth ages 5-15. Thorne’s “Camp Experiences” allow youth to explore in nature and offer just the right mix of fun and hands-on learning. Thorne Summer Camp is licensed by the State of Colorado Division of Childcare.

### **Job Purpose:**

Extended Care Assistant Instructors support the Lead Instructor in running the Extended Care program, which runs from 2:30-5:30 pm Monday-Friday.

### **Position Overview:**

Thorne Extended Care Assistant Instructors run fun, hands-on activities that continue to inspire and cultivate nature connection after the standard camp day. Extended Care Assistant Instructors mentor different groups of campers from 5-11 years old every week and assist in guiding them through engaging activities outdoors and indoors. You will be responsible for inspiring campers’ curiosity, building confidence and comfort in nature, facilitating teamwork, teaching knowledge and skills, and having an incredible amount of fun! Thorne’s Extended Care programs are located

in Boulder at Sombrero Marsh Environmental Education Center, in Lafayette at Ryan Elementary, and in Littleton at the Kassler Center. These camps have a ratio of 15 campers per instructor.

As an Assistant Instructor, you will become part of a team of nature-oriented professionals who receive support from our camp leaders, develop environmental education skills, and enjoy a community of peers who value a profound connection to nature in our lives.

**This job is for you if you:**

- Are inspired by our mission
- Enjoy engaging with children through outdoor exploration and creative projects
- Love nature and can be outdoors in various weather conditions
- Are new to the environmental education field and value nature connection in children, but may not have the necessary experience to be a Lead Instructor
- Thrive in a role as a mentor
- Are a highly relational and effective communicator
- Care about equity and diversity
- Enjoy working in a progressive, relational, collaborative, nature loving team of dedicated and talented individuals

**Principal Responsibilities:**

- Support up to eleven weeks of the Thorne Summer Camp Extended Care Program, encouraging earth stewardship in participants through enthusiasm, knowledge, and passion for nature
- Support the Extended Care Lead Instructor in executing joyful, meaningful, and engaging Extended Care “Camp Experiences”
- Assist in maintaining cleanliness of the site
- Act as a role model for all participants, illustrating appropriate behavior and environmental ethics
- Encourage a joyful, safe, meaningful experience for participants

**Desired Skills and Abilities:**

- Experienced working with children, especially in an outdoor setting
- Strong communication skills with adults and children
- Good organizational skills and ability to handle multiple tasks and roles, patiently and professionally
- People of Color encouraged to apply
- Bilingual in Spanish and English encouraged to apply

**Desired Behavioral Traits and Attitudes:**

- Leader, team player, fun, outgoing, passionate, organized, creative, resourceful, critical thinker, results-oriented, and self motivated. Passionate about Thorne’s mission and environmentally concerned and aware.

**Minimum Qualifications:**

- Must be 18 or older

**Dates of Thorne Summer Camp & Typical Work Schedule:**

- Boulder: May 28-August 9 (skipping May 27 and July 4, as holidays)
- Lafayette: June 3-7, June 10-14, June 17-21, June 24-28, July 8-12, July 15-19, July 29-Aug 2
- Littleton: June 17-July 26 (skipping July 1-5)
- Typical work schedule:

Approximately 16.25 hours/week. Extended Care runs from 2:30 pm-5:30 pm Monday-Friday. Extended Care Assistant Instructor schedule: 2:30pm-5:45 pm Monday-Friday.

\*Hours may vary, but this is a general guideline

#### **Required Trainings & Paperwork:**

- **Mandatory Thorne Summer Camp Staff training on May 18-19, 2019-**  
The Thorne Summer Camp Staff training is paid at minimum wage.
- **Littleton staff:** Additional required Littleton site training on June 15, 2019 from 10 am-1 pm
- CPR, First Aid, and Standard Precautions certified or be willing to obtain. **Thorne holds trainings, but does not pay for the time or cost of these certifications.**
- Background check and fingerprints submitted and cleared by the Colorado Department of Human Services (Thorne helps and pays for this)
- Complete all required forms and submit all required information needed by Thorne in compliance with Colorado Department of Social Services child care licensing standards

#### **Compensation & Perks:**

Compensation is \$11.10 per hour.

Summer Camp staff also receive deals on gear and discounts with several Thorne partners including a local yoga studio and rock climbing gym.

#### **Inclusiveness Statement:**

Thorne believes that, to remain relevant as an organization and ensure access to joyful, hands-on, place-based Environmental Education experiences for all youth, its programs, leadership, and participants must reflect the range of diversity, culture, and unique differences in our community.

#### **Anti-Discrimination Statement:**

Thorne Nature Experience is an equal opportunity organization. Thorne Nature Experience does not discriminate on the basis of race, color, religion (creed), gender, age, national origin (ancestry), physical or mental disability, marital status, sexual orientation, gender variance or expression, or military status, in any of its activities or operations. This Anti-Discrimination Policy applies to, but is not limited to, hiring and firing of staff, selection of volunteers, selection of Board Members, selection of vendors, and provision of services.

Please see Thorne's Summer Camp catalog online at [www.thornenature.org](http://www.thornenature.org) for more information about our Summer Camp including "Camp Experience" times and descriptions.