



**Job Title:** Thorne Nature Experience Summer Camp  
Extended Care Lead Instructor  
**Employer:** Thorne Nature Experience (Thorne), Boulder, CO  
**Sites:** Boulder, Louisville, or Littleton  
**Job Status:** Part time, Seasonal Employee  
**Reports to:** Summer Camp Program Manager  
**Compensation:** Compensation is based on the annual status of the Instructor as follows:

Annual Status of Instructor	Extended Care hourly rate
First-year	\$14.17/hour
Second-year	\$15.50/hour
Third-year or more	\$16.83/hour

\*This scale is used as a guide; however pay rates are at the full discretion of the Program Manager.

**Application Deadline:** Positions will remain open until filled. Application review begins January 2<sup>nd</sup> of every year. Applications will be reviewed every two weeks. We encourage applicants to submit an application as soon as possible, as these positions are popular and fill quickly.

**Application Process:** Please no phone inquiries. Additional information available at [www.thornenature.org](http://www.thornenature.org). Questions regarding the position can be directed to [carrie@thornenature.org](mailto:carrie@thornenature.org) and will be responded to within 5 business days. To apply, fill out an online application at <http://www.thornenature.org/get-involved/employment/>. Additionally, submit cover letter indicating preferred teaching site (Boulder, Louisville, and/or Littleton) and position title together with a resume by email or mail to:

Thorne Nature Experience  
Attn: Carrie Riesberg, Program Manager: Summer  
Camp  
1466 N. 63<sup>rd</sup> St.  
Boulder, CO 80303  
[carrie@thornenature.org](mailto:carrie@thornenature.org)

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#### **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 250,000 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, Louisville, and Littleton has been connecting youth to nature since 1957! Each summer, Thorne offers more than 150 “Camp Experiences” for youth ages 3-15. 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.

#### **Expectation for All Employees:**

Support the Thorne mission and exhibit a commitment to:

- Working collaboratively, with integrity and respect for fellow employees, associates, and our communities
- Embracing personal responsibility and accountability for your job

#### **Job Purpose:**

As an Extended Care Lead Instructor, you have the amazing responsibility of fostering a deep nature connection with children in our community. Extended Care Lead Instructors coordinate our Extended Care program, which runs from 2:30-5:30 PM after the standard camp day. Extended Care Lead Instructors mentor different groups of campers from 5-15 years old every week and guide them through engaging activities outdoors and indoors after the camp day. 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! Extended Care programs are site based and have a ratio of 15 campers per instructor. As an Extended Care Lead 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. The ideal candidates have significant experience with children, are enthusiastic, responsible, highly organized, and ready for action.

#### **Principal Responsibilities:**

- Teach up to eleven weeks (11 weeks in Boulder, 6 weeks in Littleton, or 7 weeks in Louisville) of the Thorne Summer Camp Extended Care Program, encouraging

earth stewardship in participants through enthusiasm, knowledge, and passion for nature.

- Plan activities and execute joyful, meaningful, engaging Extended Care “Experiences”
- Prepare snack daily and maintain cleanliness of the site
- Manage Thorne supplies for each “Experience” being taught- including returning supplies cleaned and ready to use each week
- Act as a role model for all participants, illustrating appropriate behavior and environmental ethics
- Encourage a joyful, safe, meaningful experience for participants

#### **Desired Outcomes:**

- Contribute towards successful delivery of Thorne Summer Camp and the achievement of Thorne’s mission
- Contribute towards achieving 90% or better positive rating of Thorne Summer Camp’s ability to connect participants to nature
- Contribute towards achieving 90% or better positive rating that Thorne Summer Camp “Experience” content is mostly or completely age appropriate
- Contribute towards achieving 90% or better positive rating that Thorne’s Instructors and quality of Thorne’s Summer Camp Extended Care “Experiences” are good or fantastic
- Contribute towards achieving 95% or better positive rating that parents will send their child to a Thorne Summer Camp in the future
- Contribute towards Thorne’s Core Value of inclusiveness, respecting the perspectives and contributions of all people

#### **Job Interrelationships:**

- Thorne Staff and Summer Camp Instructors
- Thorne Summer Camp Participants
- Thorne Summer Camp Parents and Families
- Volunteers and Interns
- General Public
- Guest Speakers and Community Partners

#### **Desired Skills and Abilities:**

- Experienced Instructor, especially in an outdoor setting
- Strong communication skills with adults and children
- Good knowledge of Colorado ecology and natural science
- Ability and desire to create excellent Extended Care “Experiences”
- Good organizational skills and ability to handle multiple tasks and roles, patiently and professionally
- Experience relating to and communicating with diverse audiences, especially Mexican American participants and families preferred
- People of Color encouraged to apply
- Bilingual in Spanish and English encouraged to apply

#### **Desired Behavioral Traits and Attitudes:**

- Team player, fun, outgoing, passionate, organized, creative, resourceful, critical thinker, results-oriented, and self-motivated

- Strong interest and experience in teaching environmental education in informal settings
- Passionate about Thorne's mission and environmentally concerned and aware

#### Minimum Qualifications:

- Must be 21 or older
- A minimum of 480 hours of full time or equivalent part-time satisfactory and verifiable experience with school-age children.
  - You must provide letter(s) of recommendation from organizations or businesses in which you have been involved in the care or supervision of four or more children since you have turned 18. The letter(s) must include a summary of your qualifications and the **number of hours you have worked in that position**. Any letters of recommendation must be on company letterhead, and the referee needs to provide their contact information, including an address, phone number, and email address. Please plan to obtain these letters of recommendation before your interview.
- Bachelor's degree in Environmental Education, Environmental Studies, Biology, Geology, Education, or related field preferred
- Background check and fingerprints submitted and cleared by the Colorado Department of Human Services (Thorne helps and pays for this)
- Current CPR, First Aid, and Standard Precautions certifications- **Thorne holds trainings, but does not pay for the time or cost of these certifications**
- Medication Administration Certification and Delegation by Thorne's nurse- **Thorne holds trainings, but does not pay for the time or cost of these certifications**
- **Attend Mandatory Thorne Summer Camp Staff training on May 19-20, 2018-** Instructor must attend a total of 15 hours of professional development training as required by the Colorado Department of Social Services child care licensing standards (Thorne Instructor trainings are included). The Thorne Summer Camp Staff training is paid at a training rate of \$10.20/hour. **Littleton staff only: attend additional required Littleton site training on June 9, 2018 10 am-12 pm.**
- Complete all required forms and submit all required information needed by Thorne in compliance with Colorado Department of Social Services child care licensing standards

#### Dates of Thorne Summer Camp "Experiences" and typical work schedule:

- Boulder: May 29-August 10 (skipping May 28 and July 4, as holidays)
- Louisville: May 29-June 1, June 4-8, June 11-15, June 25-29, July 9-13, July 16-20, July 30-Aug 3
- Littleton: June 11-July 27 (skipping July 2-6)
- Typical work schedule:  
Approximately 20 hours/week. Extended Care runs from 2:30 pm-5:30 pm Monday-Friday. Extended Care Lead Instructor schedule 2:00 pm-6:00 pm Monday-Friday.

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

#### 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.