San Joaquin River Parkway and Conservation Trust
River Camp Staff Positions
(Counselor/Lifeguard/AM or PM Assistant)

General Description
River Camp is a summer day camp program held along the San Joaquin River. There are currently four River Camp programs: River Camp at Scout Island, River Camp at Firebaugh, River Camp at Owl Hollow, and River Camp Young Explorers. For full descriptions of the four programs, please visit our Pre-Application Information Guide. Applicants apply to the River Camp family of programs in general, and may be offered any of the positions listed below, placed at any of the four programs, or asked to work at multiple programs during the camp season. While we will ask about preferences during the interview process, placement at the indicated preferred placement site is not guaranteed.

River Camp programs typically include wildlife habitat exploration, swimming and canoeing, games, arts and crafts, songs, and free time. Specific activities and staff duties vary by program. River Camp programs are conducted entirely outdoors. Applicants should be physically capable of comfortably working outside for up to 8 hours each day. Training on safety, working with youth, and specific camp activities is provided during the week-long training session. River Camp staff report directly to the respective River Camp Director, and are responsible for conducting the day to day activities of camp.

COUNSELOR RESPONSIBILITIES & DUTIES

- Supervising groups of 9-11 campers (ages pre-K through 13)
- Leading camp games, songs and activities, and providing supervision during water activities
- Providing leadership for and direction of Junior Leaders (high school volunteers)

LIFEGUARD RESPONSIBILITIES & DUTIES

- Setting up and taking down swim zone markers and equipment each day
- Assisting with general camp program set up each morning, including staging water, snack, and daily activity materials
- Communicating swim zone rules to campers daily
- Overseeing waterfront and swim zone activities
- Must possess Lifeguard Certification valid through 8/7/2020

AM/PM ASSISTANT (River Camp at Scout Island Only) RESPONSIBILITIES & DUTIES

- AM: Setting up and overseeing early drop off, including supervising a group of approximately 10 campers (various ages) from 7:15 am – 8:15 am each day
- AM: Setting up and overseeing regular morning drop off from 8:15 am – 9:00 am each day, including interacting with parents/guardians and making follow up phone calls for late or absent campers as needed
- PM: Setting up afternoon snack and arts & crafts activities
- PM: Overserving afternoon pick up from 4:00 pm – 4:45 pm each day, including interacting with parents/guardians and making follow up phone calls for campers who have not been picked up by 4:45 pm as needed; cleaning up after afternoon pick up and closing the Welcome Center
- AM/PM: Assisting with camp photography and social media
- AM/PM: Assisting with camper groups that require additional assistance as needed and providing 15-minute breaks to counselors

*River Camp Assistant positions are part time, approximately 5.5 hours/day, M-F
All positions assist with materials management and maintenance, site organization and cleanliness, and may be asked to perform other duties related to the daily implementation of camp programs by the respective Camp Director.

**ESSENTIAL FUNCTIONS & QUALIFICATIONS (All Positions)**

- Must be 18 years of age or older or a high school graduate
- Live Scan (electronic fingerprinting) and DMV report required upon hiring
- Ability to maintain a positive learning environment
- Ability to work well with parents, other adults, peers and children
- Ability to stand, stoop, kneel, crouch, walk, swim, use hands/fingers (dexterity) and lift up to 25 lbs
- Ability to work outdoors in heat (sometimes exceeding 110°F)
- Previous successful experience working with children
- Interest in the outdoors and water activities; experience with watercraft/canoes preferred
- High energy and a positive attitude
- Knowledge and/or appreciation of conservation and the natural world
- Spanish and/or Hmong language ability preferred

**TIME COMMITMENT**

All River Camp staff are required to attend at least 70% (25 hours) of staff training held June 2nd through 6th; inability to attend a minimum of 25 hours of training will result in ineligibility for a position on camp staff. Most River Camp staff receive the week of July 4th off; Firebaugh staff will work M-Th June 29th-July 2nd. Time commitments will vary at each individual program; information listed below may be subject to change. Staff may request a maximum of one-week personal time off (vacation, etc.) during the camp season.

- **River Camp at Scout Island** – 8:45 am – 4:30 pm, M-F, June 8th-August 7th
- **River Camp at Firebaugh** – 8:30 am – 4:30 pm, M-F, June 29th-August 7th; additional days as necessary
- **River Camp Young Explorers** – 8:00 am – 1:00 pm, Tu-Th, June 9th-August 6th; additional days as necessary
- **River Camp at Owl Hollow** – 8:30 am – 4:00 pm, M-F, June 8th-June 19th

**To Apply**

- Complete and submit the electronic [Application Questionnaire](#).
- **Return staff** applicants are asked to complete and submit a short one-half to one-page overview of a new game or activity they would like to see at camp along with application materials. **New staff** applicants are asked to participate in a group interview on April 4th, after the initial one-on-one interviews; full information will be provided.
- Physically or electronically submit a cover letter* describing your skills as they apply to the listed Responsibilities and Qualifications, a resume, and a completed [Job Application](#). Please be sure to provide both a phone number and e-mail address for the references listed in the application. Applications may be submitted to:

  > San Joaquin River Parkway and Conservation Trust, Attn: River Camp
  > 11605 Old Friant Rd, Fresno, CA 93730
  > Or electronically with the subject line “River Camp Application” to Molly Schnur-Salimbene at mschnur-salimbene@riverparkway.org

*All applications due by March 6th, 2020.

Late or incomplete applications will not be accepted.

*Please note: River Camp positions are extremely competitive. Please take a moment to review one of the many online guides detailing how to write a cover letter and how to write a resume before submitting your completed application packet.