



Summer Zoo Camp Instructor

Position Description: Responsible for implementing and coordinating pre-written curriculum for assigned sessions of summer day camps for children ages 3- 14; Temporary, full time, hourly position; Employment pending criminal and driver history records; Promotes the zoo and its mission.

Responsible to: Zoo Camp Director

Supervises: Volunteers

Essential Job Functions:

- Work hours are between: 8:00 am - 5:00 pm Monday – Friday (flexible but no more than 40 hours/week). Some overtime hours may become available.
- Must be available to work the entire summer: June 26 through August 18, 2017. This includes staff training days prior to opening of camp during the week of June 19.
- Assists with planning of programs with Zoo Camp Director.
- Implements and evaluates camp programs as designed by Zoo Camp Director with primary focus on chosen themes.
- Develops and coordinates use of age-appropriate activities, resources, and materials for camps.
- Prepares required materials, including supplies, crafts, and snacks.
- Maintains records of materials needed and submits requests in a timely manner.
- Coordinates daily class activities, including tours of the zoo, games, crafts, guest speakers and animal demos.
- Adheres to zoo policies and protocols.

Additional Responsibilities:

- Required to work in a variety of weather conditions.
- Performs other duties as requested.

Desired Training and Experience:

- College course work in education, biology, environmental science or a related field.
- Previous experience in program development and instructional design.
- Red Cross certification in CPR and First Aid.

Skills / Knowledge Required:

- A minimum of one-year experience working with children in a school, zoo, nature center, childcare or other educational setting.
- Ability to demonstrate and communicate scientific and conservation messages to children in a lively, engaging manner.
- Excellent public speaking and organization skills; self-directed, flexible, good record keeping ability.
- Must be able to lift 50 lbs.
- Ability to work autonomously, as well as with a team, and achieve established goals.

Employee: _____ **Date:** _____