

Job Title: Environmental Camp Instructor

Reports To: Camp & School-Age Programs Director

Effective Dates: June 16 – August 22, 2025 (Saturday/Sunday weekends) – *optional CPR/AED/First Aid course on Thursday June 12th 11am – 5pm in-person at Prescott Farm Environmental Education Center*

Working Hours: 36-40 hours/week, Monday-Friday, daytime hours

Salary Level: Starting at \$15.25 - \$16.50 per hour, based on experience and education

Employment Status: Temporary, Hourly, Non-exempt

Position Summary:

Prescott Farm Environmental Education Center seeks enthusiastic and kind Environmental Camp Instructors for lead teaching positions at WildQuest Summer Camp. Instructors are responsible for daily supervision and instruction of campers ages 5-14. Topics include but are not limited to: natural and physical science, sensory awareness, cooking, gardening, and team-building. Teaching is through hands-on and inquiry methods that encourage exploration, self-directed learning, and stewardship of the natural environment. Instructors are also asked to act as mentors to our Leaders-in-Training (ages 13-14) and Volunteer Junior Instructors (ages 15-16).

As an Environmental Camp Instructor, you will work Monday June 16 – Friday August 22, 2025 (10 weeks total including one week of paid staff training and nine weeks of camp sessions). The one week of paid staff training is mandatory and takes place Monday June 16 through Friday June 20, 2025 from 8:30am to 4:30pm each day. During the camp sessions, Instructors work Monday through Friday, typically 8:30am to 4:30pm, with the exception of 1-2 shifts of extended care coverage per week (before care starts at 8am and after care ends at 5pm).

Housing for this position is not provided. Full- and partial-summer commitment available.

Responsibilities:

Camper Safety & Program Implementation

- Supervise campers' safety and facilitate a group of campers utilizing inclusive, proactive, and positive behavioral management methods.
- Lead campers in team-building activities, games, songs, and activities connected to the camp themes.
- Help build a sense of community among campers and encourage positive self-esteem of campers.
- Employ inquiry-based teaching methods to stimulate learning.
- Be a role model for campers by being properly prepared for the day's weather, including wearing the appropriate gear and depicting a positive outlook.

Effective & Timely Communication

- Arrive on time for all scheduled days and stay for the entire duration of your scheduled time.
- Communicate any anticipated and emergency time off in a timely manner with the Camp Director.
- Participate in camp staff meetings at the beginning and end of each day.
- Communicate camper health and behavior concerns with the Camp Director.
- Document accidents and incidents in a timely and appropriate manner.
- Use the Prescott Farm 2-way radios to communicate with other staff members during the day.

Collaborative Camp Community

- Working often with a co-instructor and sometimes independently, lead programs and activities for campers on a variety of science and nature topics to groups of up to 12 campers (ages 5-14).
- Participate in working AM and PM extended care coverage on a rotating schedule.
- Successfully mentor and foster opportunities for successful interactions between campers, Leaders-in-Training, Volunteer Junior Instructors, and, in some cases, fellow staff members.
- Share in maintenance of program equipment.
- Enhance existing curriculum with creative and thought-provoking ideas and activities.
- Conduct programming indoors as well as outdoors in any type of weather.
- Take initiative in problem solving, fostering effective interaction between campers, staff, and parents.

- Other duties as assigned.

Work Environment:

- Activities take place throughout our 160-acre property with over 3 miles of trails through woods and fields. Trail and other program areas may be rocky, wet, muddy, buggy, or sloped. Unless safety is a severe concern (such as thunderstorms), we live by the saying, "There's no bad weather, only bad gear."
- Instructors will work with domesticated animals such as chickens, a rabbit, a turtle, and honeybees (direct interaction with the honeybees will be limited to staff with proper training, comfort, and safety gear).
- Staff will also encounter wild animals which may include insects, snakes, frogs, spiders, salamanders, and native mammals. While Prescott Farm does its best to deter animals in high traffic areas that may cause harm (such as ticks or yellowjackets), as an environmental center, we are not able to predict exactly where these animals will be and avoid taking measures that cause unnecessary harm to our surrounding environment.
- Dress in accordance with dress code requirements and appropriate for a youth education environment. A camp staff t-shirt will be provided for staff to wear every Monday during camp.
- Staff will receive one-on-one feedback throughout the summer from the Camp Director. All staff will receive a written evaluation at the end of the summer.
- Staff are encouraged to provide feedback as a means of enhancing the future camp program experience.
- WildQuest Camp is an opportunity for campers and staff to strengthen their connection with our natural environment. While staff should have their cellphones accessible for emergencies, cell phones should be out of sight when campers and their families are present. The camp office and main Prescott Farm office will both be available for staff to use for computer, cell phone, and other internet needs.

A Typical Day at Camp:

8-9am	<i>Morning extended care (instructors take turns and are assigned based on a rotating schedule)</i>
8:30am	Quick Camp Staff Meeting
8:45-9am	Camper Drop-off
9:15	Opening Circle
9:30	Wood's Time
10	Morning Snack
10:15am	Morning Activity
12:15pm	Lunch
12:45	Choice Time
1:45	Afternoon Activity
3:30pm	Closing Circle
3:45-4pm	Camper Pick-up
4:15pm	Quick Camp Staff Meeting
4-5pm	<i>Afternoon extended care (instructors take turns and are assigned based on a rotating schedule)</i>

Qualifications:

- 16 years old minimum, per NH camp licensing requirements.
- An interest in working with children. Previous camp or teaching experience is desirable but not required.
- Ability to maintain safety and manage a group of campers in a fun and positive way.
- Must be willing to follow all Prescott Farm health and safety rules.
- Ability to model responsible behavior to campers while sharing a sincere interest in the natural and environmental sciences, outdoor skills, and education. Previous experience teaching camp topics is desirable but not required.
- Ability to function comfortably outdoors in a variety of weather conditions (cold, hot, rain, etc.).
- Creative and collaborative individual able to work independently and as part of a team.
- Candidate should enjoy working in a busy camp community, be flexible and highly dependable.
- Excellent interpersonal, organizational and leadership skills. Comfort with public speaking, constantly interacting with campers, their families, volunteers, and other staff.
- First aid and CPR certification required prior to the start of camp. A course will be provided at Prescott Farm the week before staff training week for staff who are not certified.
- Ability to move program equipment and supplies up to 40 lbs. and navigate nature trails under any weather conditions.

- Must pass a background check according to NH DHHS rules and Prescott Farm's guidelines.

Benefits:

- Pay starts at \$15.25-\$16.50/hour, based on level of education and relevant experience.
- \$250 early sign-on bonus for staff commitments made by January 31, 2025, paid following the successful completion of the contracted weeks.
- Consistent and predictable scheduling. Weekday and daytime only.
- First Aid & CPR training provided at no cost for staff who are not currently certified and able to attend the course at Prescott Farm. Staff not able to attend the provided course are responsible to obtain the certification on their own.
- Ongoing feedback and development to help staff grow within our organization and in other future pursuits.

Application:

- Apply here: <https://prescottfarm.org/service/wildquest-camp-employment-opportunities/>
- Feel free to email Phoebe Hartvigsen, Camp Director at phartvigsen@prescottfarm.org with any questions