Prescott Farm
Environmental Education Center

Environmental Camp Instructor Job Description

Job Title: Environmental Camp Instructor
Reports To: Camp & School-Age Programs Director
Effective Dates: June 21 – August 27, 2027 (Monday – Friday schedule) – *recommended CPR/AED/First Aid course available in-person at Prescott Farm Environmental Education Center in Laconia, NH, date TBD (prior to summer dates)*
Working Hours: 36-40 hours/week, Monday-Friday, daytime hours, in-person only
Salary Level: Starting at $15.50 - $16.75 per hour, based on experience and education
Employment Status: Temporary, Hourly, Non-exempt

Position Summary:
Prescott Farm Environmental Education Center seeks enthusiastic, positive, and kind Environmental Camp Instructors for lead teaching positions at WildQuest Camp. Instructors will be paired with one or two co-instructors and together they will be assigned a group of 12-18 campers (maintaining a 1:6 staff to camper ratio within the group). They are responsible for daily supervision and instruction of their campers as well as the larger camp community of campers ages 5-14. Instructors will plan daily activities for all nine sessions during the staff training week. Activity topics may include but are not limited to environmental science, plant and animal ID, natural exploration of the forest, fields, and wetlands, fire-making, cooking, gardening, shelter-building, and teambuilding. We ask instructors to prioritize teaching hands-on, outdoor programs that encourage exploration of and care for our natural environment and wildlife. Instructors are also asked to act as mentors to our Volunteer Junior Instructors (ages 15-17) who will be assigned to help in some groups.

Environmental Camp Instructors will work Monday June 21 – Friday August 27, 2027 (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 21 through Friday June 25, 2027 from 8:30am to 4:30pm each day. During the nine camp weeks (which start June 28) Instructors work Monday through Friday, typically 8:30am to 4:30pm, with the exception of 1-2 shifts of extended care coverage per week (the before care shift starts at 7:45am and the after care shift ends at 5pm).

This position is in-person in Laconia, NH. Housing is not provided. Full summer commitment preferred but a partial-summer commitment may be available depending on staffing needs.

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 hands-on activities related to the camp themes as well as teambuilding activities, games, and songs.
- Help build a sense of community among campers and encourage positive interactions and self-esteem of campers.
- Employ inquiry-based teaching methods to stimulate learning.
- Be a role model for campers by being kind and courteous to all members of the camp community and by being properly prepared for the day's weather, including wearing the appropriate gear.

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.
- Participate in working before care and after care on a rotating schedule.
- Participate in, facilitate, and encourage positive, productive interactions between campers, Volunteer Junior

Instructors, and fellow staff members.
- Share in maintenance of program equipment.
- Enhance existing curriculum with creative and thought-provoking ideas and activities.
- Aim to conduct programming 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 and are encouraged to initiate one-on-one conversations with the Camp Director as needed. Staff are also 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.

Typical Camp Schedule:

8-9am	**Morning Extended Care** *(instructors take turns and are assigned based on a set schedule)*
8:30am	**Camp Staff Meeting** *(discuss reminders, updates, and schedule for the day)*
8:45-9am	**Campers Arrive** *(instructors take turns being responsible for camper check-in system)*
9:10am	**Opening Circle** *(all campers and instructors are together)*
9:20am	**Snack** *(campers all eat together and instructors supervise campers of all ages)*
9:30am	**Morning Activity** *(instructors will plan these activities for their group during staff training week)*
11am	**Morning Choice Time** *(instructors choose and lead activities for campers of all ages)*
12pm	**Lunch** *(campers all eat together and instructors supervise campers of all ages)*
12:30pm	**Afternoon Choice Time** *(instructors choose and lead activities for campers of all ages)*
1:45pm	**Afternoon Activity** *(instructors will plan these activities for their group during staff training week)*
3pm	**Camp Chores** *(rotating chores assigned to each group daily)*
3:30pm	**Closing Circle** *(all campers and instructors are together)*
3:45-4pm	**Campers Depart** *(instructors take turns being responsible for camper check-out system)*
4:15pm	**Camp Staff Meeting** *(discuss any notable events throughout the day and tomorrow's reminders)*
4-5pm	**Afternoon Extended Care** *(instructors take turns and are assigned based on a set schedule)*

Qualifications:

- 17 years old minimum.
- An interest in working with children. Previous camp or teaching experience is desirable but not required.
- Ability to commit to the full 10-week season strongly preferred (staff training week mandatory).
- 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 conditions (cold, hot, rain, humid, buggy, 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 recommended prior to the start of camp. A free course will be provided at Prescott Farm the week before staff training week for staff who are hired but 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 $15.50-$16.75/hour, based on level of education and relevant experience.
- Consistent and predictable scheduling. Weekday and daytime only.
- First Aid & CPR training provided at no cost for staff hired for the role and who are not currently certified and able to attend the course at Prescott Farm. Staff not able to attend the provided course are encouraged to obtain the certification on their own but this is not a requirement.
- Ongoing feedback and development to help staff grow within our organization and in other future pursuits.

Application:

- Apply here: https://prescottfarm.campbrainstaff.com/Home/Landing
- Feel free to email Phoebe Hartvigsen, Camp Director at camp@prescottfarm.org with any questions

We believe our camp community is strengthened by diversity and encourage individuals with diverse backgrounds, experiences, and identities to apply.

Last Updated 10/2026