



## **Nighthawk Naturalist School**

### **Summer Youth Educator**

#### **Position Description**

*Created and Updated January 2022*

**Job Type:** Seasonal

**Dates:** June 9-Aug 16, 2022 (holidays and optional weeks lie within)

**Compensation:** \$17-19/hr DOE. Optional weeks have variable pay grades.

**Position Location:** Bend, OR with 2 weeks in Sunriver, OR

**To Apply:** Submit a resume or CV to [info@nighthawknaturalistschool.com](mailto:info@nighthawknaturalistschool.com) that exemplifies any experience, skills, and/or certifications you have that are relevant to the contents of the Required and Preferred Qualifications section below. Application period open January 2022 until filled.

#### **Position Objectives and Description**

Works with a co-lead teacher, a site supervisor, and occasional volunteers to lead summer camp groups through fun, hands-on, and educational nature connection camp curriculum. The Summer Youth Educator acts as a lead instructor for camps and keeps students engaged in camp content and free play/exploration, while providing physical and environmental safety support and supporting student's interpersonal connections and safety, as well. They support any volunteer teaching assistants and work with their co-lead instructor. They engage positively and constructively with parents/guardians. Additionally, the Summer Youth Educator aids in set-up, take-down, and care of Nighthawk's supplies that make camps possible.

The Summer Youth Educator will facilitate summer programs and everything required within, including leading 6 weeks of 5-day Summer Day Camps. They will be required to attend Summer Staff and Volunteer Training June 9-11. They will also have the option to co-lead the teen summer backpacking week, which is 5 days total including a 2-day, 1-night backpacking trip. All camp groups will consist of up to 10 students, 2 educators, a site supervisor, and occasional volunteer teaching assistants (ages 14+). There is an optional apprentice week which would include preparing materials for summer camps and learning from and assisting with an adult program led by our co-founder Tyler Doyle. See all position responsibilities below.

## **Workplace Requirements and Responsibilities**

### Program Instruction and Delivery (85%)

- Troubleshoot and problem solve in-the-moment while teaching and maintaining students' physical and emotional safety
- Confidently lead groups of up to 10 students, ages ranging from 7-15 years old
- Keep students safe at all times
- Work with co-lead instructor to implement programs effectively
- Effectively mentor and co-lead programs with volunteer assistant educators (ages 14+)
- Create a plan/outline for each camp day's activities, according to Nighthawk's prescribed summer camp curriculum week arc, including suggested activities and new activities
- Implement the plan/outline for each day's activities, while flexibly adapting the energy and plan for any given day or activity according to the student group (plan 100%, but follow the energy and be willing to adapt up to 75% of the day)
- Communicate proactively with co-lead instructor and site supervisor to ensure that all materials needed for your upcoming days'/weeks' activities are ready and available
- Help account for students during the sign-in and sign-out process
- Actively participate in morning brief and afternoon debriefs with staff and volunteers
- Proactively communicate with other staff about any physical or emotional student or volunteer safety issues as they arise, making sure the site supervisor can inform parents/guardians as needed
- Relay, embody, and uphold Nighthawk's rules of respect and respond appropriately and proactively to any student or volunteer challenges with these rules
- Assist with camp setup and take-down daily, arriving 45 minutes before the camp start time and leaving 30 mins after camp sign-out time
- Comply with public land rules and leave camp spaces better than you found them
- Responsibilities for the optional Teen Backpacking week and Apprentice week will be determined in a collaborative conversation between the applicant and those weeks' lead instructors and will be based on the applicant's interest, availability, experience, and other safety factors.

### Administration (5%)

- Take photos of camp activities and upload them to the Google Drive
- Fully review Nighthawk's website for understanding of programs, rules, and mission
- Report and document any risk management incidents

### General (10%)

- Punctuality and active engagement during work hours
- Willingness to observe Nighthawk's current COVID-19 safety measures
- Good judgment, flexibility, and ability to work independently and reliably
- Additional duties possible depending interest, experience, and availability

## Required and Preferred Skills/Qualifications

### Required

- Experience teaching *and* learning wilderness skills
- Experience working with youth outdoors, preferably ages 7-15
- A passion for teaching and learning natural skills
- Current First Aid/CPR certification or willingness to obtain by camp start date
- Current Oregon food handler's permit or willingness to obtain by camp start date (if wanting to co-lead teen backpack week)
- Ability to attend training and work the minimum of Nighthawk's 6 5-day day camps
- Final offer of employment is contingent upon the successful completion of a background check

### Preferred

- Upright mindset in the teaching space
- Employing different teaching methods and styles to accommodate different learning styles
- Ability to lift and carry 30 pounds and walk on uneven terrain for up to 3 miles
- Ability to provide own or arrange transportation to and from camp locations
- Ability to work as 1/3 of a small team of mentors effectively and reliably
- Preferred skills/knowledge including any of the following:  
8-shields curricula and/or the Art of Mentoring model, native plants and safe use/ethical harvest, archery, backpacking, fire safety and friction fire methods, debris shelter building, wild water purification, sense of place mentoring, hide tanning, natural fiber arts, flint knapping, wildlife biology and tracking, plant and animal identification, survival "rule of threes"

## Compensation

This position is seasonal, part time, non-exempt (Less than 130 hours/month, but frequently 30+ hours per week). Pay, including training, is \$17-19/hr depending on experience. See "time commitment" for hrs/week details.

\*Optional teen backpacking week is paid at the standard rate, with on-call/passive/travel work hours paid at \$13.50/hr and if applicable, 8 hours of sleep time uninterrupted by work is unpaid.

\*Optional apprentice week is paid at \$13.50/hr, negotiable DOE.

Successful applicants of this position can apply to work in other teaching roles at other times of year.

## Time Commitment

All Summer Youth Educator commitments fall between the dates of Jun 9, 2022 and August 16, 2022. July 4th is a government holiday and July 17-22 is a company holiday. June 13th and 20th weeks are optional, depending on interest and experience.

- June 9-11 Staff and Volunteer Training 9am-4pm each day (required)
- June 13-17 Apprenticing with an Adult Survival Class and prepping summer camp materials (*optional, depending on interest and experience*)

- June 20-24 Teen Backpacking Camp assistant teaching (*optional, depending on interest and experience*)
- 6 total weeks of 5-day Day Camps From June 27-August 12, 8:15am-3:30pm:  
June 27-July 1, July 5-8, July 11-15, July 25-29, August 1-5, August 8-12
- August 15-16 Summer staff debrief and summer equipment care days

### **Workplace Conditions**

- Programs are all-outdoors and weather can vary from hot and dry to cold, rainy, and snowy. Candidates must be able to use personal outdoor equipment to prevent exposure to elements.
- This position requires arranging daily travel by personal vehicle or adequately planned alternative transportation to camp locations in SE Bend, Tumalo State Park, and Sunriver. Travel to Sunriver with other staff is possible and teen backcountry trip location travel is provided.
- This position includes one required Saturday work day June 11th. There are optional opportunities for overnight work.

### **Nighthawk Summer Program Description**

Nighthawk's mission is to provide quality wilderness education for all. We value quality education, community, and connection to nature and human history.

Summer Camps:

This position will be responsible for representing 1/3 of the education team for Nighthawk's Summer Camp teaching staff. Camps are for ages 7-15, separated into groups of 7-9, 9-12, 12-14, and 13-15 year olds. They are held on public lands in the greater Bend, OR area. Their purpose is to focus on naturalist skills, survival skills, nature connection through projects and play, and outdoor leadership. It will provide educational opportunities for kids and families and, for some, childcare in the summer months. Nighthawk summer camps should uphold distinction for: Small groups. Education. Community. We are a small organization who places the utmost importance on an educational experience. Yes, there will be play, fun, games, and activities along the way, but lifelong learning is our priority. So, if kids are keen on learning skills and are passionate about learning more about their natural surroundings, this is the camp for them! In addition, as of in 2021, we are a 3-teacher organization. This means our camps will consist of one, ~10 student trail group per week. This is different from many Camps who run weeks with hundreds of kids, all split into 14-student trail groups. We believe small groups provide for an enhanced sense of awareness and community in kids. It also allows us to better tailor camps to the needs and interests of the students and families in attendance.

### **Equal Opportunity Employer**

Nighthawk Naturalist School does not discriminate on the basis of race, color, national origin, religion, sex, gender, gender expression, gender identity, sexual orientation, physical or mental disability, military, genetic information, ancestry, marital status, age, citizenship or any other basis prohibited by law in any of its policies or programs.

