



Willowbrook Arts Camp

Job title	Community Support Specialist
Reports to	Program Director
Schedule	Full-time, hourly, approx. 40 hrs/week, Monday-Friday, late June – early August, temporary, seasonal, non-benefited

Willowbrook Arts Camp seeks empathetic, understanding, and caring individuals to ensure the well-being of our campers and camp community. The Community Support Specialists support the mental and emotional health and well-being of our campers while fostering a welcoming, supportive, and inclusive camp environment in our Artisan (5th-12th grade) area. The ideal candidates for these positions have a background in youth work, education, and/or children's counseling and experience working with a large number of children and staff.

ORGANIZATIONAL OVERVIEW:

Willowbrook is an outdoor, six-week summer day camp which offers a rich environment of integrated arts and nature. It provides opportunities for children to develop their creative potential through experiences in the arts and environmental studies in an atmosphere that mentors and nurtures the whole child, promotes a spirit of peaceful collaboration, and encourages individual exploration and expression. For more information, visit www.willowbrookartscamp.org

ESSENTIAL JOB FUNCTIONS:

- Help greet campers and families each day; ensure they feel welcome and supported
- Provide community building activities and support to campers
- Establish relationships with campers that reflect respect, trust and empathy
- Observe campers in our Artisan (5th-12th grade) Area throughout the day; watch for signs of distress, unsafe or improper behavior, signs of bullying; intervene/mediate as needed; provide mentorship and support
- Encourage and direct campers to explore new tents and activities
- Work alongside and collaborate with the Village or Artisan Community Support Specialist, Security Specialist, and Program Director
- Provide on-going coaching and support to camp staff as it relates to camper mental, behavioral, social, and emotional needs and well-being. Provide positive behavioral management, anti-bullying, and mental health instruction and disclosures as needed
- Oversee either Willowbrook's morning OR afternoon extended care program; envision basic activities and games; coordinate and oversee a small extended care staff (5-7 college and high school age assistants)
- Complete and submit camper incident reports in accordance with camp policy and procedures; communicate with parent/guardian as needed to address camper

needs/behavioral challenges; report serious camper behavioral issues to Program Director; act as Mandatory Reporter (along with Program Director and Camp Nurse)

- Work collaboratively with staff to maintain a harmonious environment and resolve issues; communicate in a professional, constructive, and respectful manner
- Act as a steward of Willowbrook's mission, vision, and values by training, modeling, and promoting positive behaviors and practices

DESIRED EXPERIENCE | QUALIFICATIONS | ABILITIES

- At least 2 years' of study towards Bachelor's or master's degree in youth counseling, education, psychology, or social work
- 2+ years of experience in youth work, counseling, or related field; experience working at a youth camp and/or with large numbers of children and staff preferred
- Supervisory experience preferred
- Skilled in building youth interpersonal skills; ability to handle unexpected situations; great listening and conflict management skills; able to influence positive decision-making; practice with sensitivity, integrity, and compassion
- Enthusiastic and joyful approach to community and relationship building; a good sense of humor is a must; willingness to embrace a diverse community of campers and staff
- Great communication skills; ability to quickly develop rapport and effectively communicate with campers, parents, and staff; Spanish speaking is a plus
- Must attend and participate in required staff training(s), set up, and tear down days as scheduled
- Must work all six weeks of summer camp, including but not limited to Monday through Friday from June 28 to August 6
- Ability to manage and disseminate information accurately and effectively
- Demonstrate commitment to high professional ethical standards and a diverse workplace
- Must pass a criminal background check and have a valid Oregon driver's license

WORKING ENVIRONMENT | PHYSICAL REQUIREMENTS

- Work is performed primarily outdoors at camp (Brown's Ferry Park, Tualatin, OR), rain or shine, with a temporary indoor camp office for support staff
- General schedule is Monday – Friday, approx. 8-8.5 hours per day, with 30 min lunch break; individual schedule will vary, depending on area/role
- Ability to work long hours during camp season including some weekend days
- Ability to be on your feet for long periods of time while at camp; extensive periods of standing and walking on uneven and varied terrain
- Ability to lift and carry objects of moderate weight; bend, stoop, kneel, crouch, push and other strenuous activities

HOURLY RATE:

- \$17 per hour
- This position is temporary, seasonal, and non-benefited

Willowbrook Camp is an equal opportunity employer and is committed to maintaining a work environment which is free of harassment, discrimination, or retaliation because of sex, gender, race,

religion, color, national origin, physical or mental disability, genetic information, marital status, age, sexual orientation, gender identity, military service, veteran status, or any other status protected by federal, state, or local laws