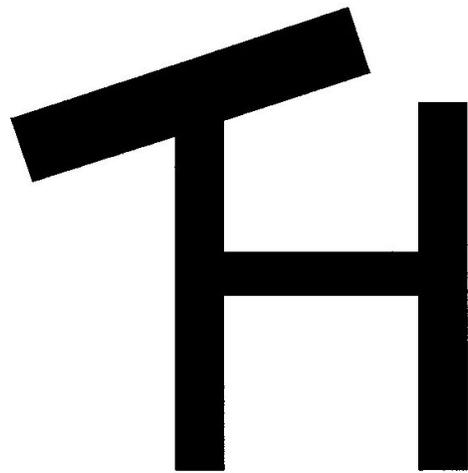


# Camp Tahosa



# Job Descriptions



## Camp Director

**Reports To:** Council Camping Director

**Objective:** Direct the overall camp operation, giving guidance to the entire camp staff towards the successful completion of the camping season.

**Essential Functions:** Must be at least 21 years old and possess a current BSA National Camping School Card for Camp Director. Must meet State of Colorado Resident Camp Director requirements. Must be able to speak, read and write the English language, listen to others, comprehend instructions and manuals, and have the physical ability to move the camp property in various environmental conditions. Must have the visual and auditory ability to identify and respond to environmental and other hazards and be physically capable to assist campers in an emergency (fire, evacuation, illness, or injury).

**Specific Responsibilities:** The camp director works closely with the Council Camping Director in giving leadership to the camp – specific responsibilities are:

1. To help promote camping opportunities both during camp and in the offseason.
2. To supervise the summer camp staff and program through certain key staff personnel and department heads. Provide support to NYLT Staff and the NYLT program.
3. To assist in employing the camp staff and carry out the staff-training program as developed. Be familiar with members of the staff and their problems through helpful supervision and personal conferences.
4. Work with the Program Director to develop program opportunities that meet the needs and desires of units and campers.
5. Make frequent inspections of camp giving due consideration to supplies, equipment, facilities, and operating practices of the camp and units in camp. Ensure that BSA National Camp Standards are met and being followed in all areas.
6. To have a thorough knowledge of all procedures related to health and safety, council and national policies, use of equipment, and operation of facilities. The Camp Director will enforce all such policies.
7. Supervise the physical operation of the camp including equipment, commissary, trading post, and special facilities. Act as the liaison between the camp and the food service provider.
8. Prepare an evaluation and summary of current season including inventories, staff evaluations, and recommendations for the following season. Collect closing reports from other management staff.
9. Maintain high morale of the staff, inspire trust, recognize achievement, and make note of poor performance. Maintain constant touch with the camp operation through personal observation and frequent staff or staff leaders meetings.
10. Assist programs using Camp Tahosa with emergencies, logistics, and other needs.
11. All other duties as assigned.



## Program Director

**Reports To:** Camp Director

**Objective:** Direct the operation of camp program areas, giving guidance and leadership to the entire program staff. Coordinate camp wide activities and ceremonies. Give leadership to area directors to guide them to successful presentation of the Boy Scout program meeting the aims of the programs, using the appropriate methods.

**Essential Functions:** Must be at least 21 years old and possess a current BSA National Camping School Card for Program Director. Must be able to speak, read, and write the English language. Must have the ability to observe camper and staff behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques. Must have the visual and auditory ability to identify and respond to environmental and other hazards and be physically capable to assist campers in an emergency (fire, evacuation, illness, or injury).

**Specific Responsibilities:** The Program Director works closely with the Camp Director in giving leadership to the camp. Specific responsibilities are:

1. Help promote camping opportunities both during camp and in the offseason.
2. Maintain appropriate records as necessary to meet Boy Scouts of America camping standards and to fulfill needs for council use.
3. To supervise program staff through appropriate department heads and personnel. Notify the Camp Director of any issues requiring discipline of staff.
4. To assist in carrying out the staff-training program as developed. Be familiar with members of the staff and their problems through helpful supervision and personal conferences.
5. To evaluate staff members as requested and complete a written report on the work of the staff in the middle and at the end of the summer with the Camp Director.
6. Deliver a fun and age appropriate program to campers.
7. Interact with Scouts, leaders, and staff members to identify areas that require attention to maintain the delivery of quality programming.
8. To have a thorough knowledge of policies and procedures of the camp and council.
9. Be familiar with the requirements, needs, techniques and information required for the delivery of quality programming in all of the areas of camp.
10. Supervise the operation of the program areas through the area directors and appropriate staff members.
11. Maintain high morale of the staff, inspire trust, recognize achievement, and make note of poor performance. Maintain constant touch with the camp operation.
12. Represent the program staff at all leader's meetings.
13. Coordinate camp wide activities through department heads and appropriate staff members.
14. Develop opportunities for camp-wide competitions on all the levels of programming.
15. Coordinate all announcements at morning and evening meals and flag ceremonies.
16. Organize and organize campfires.
17. All other duties as assigned.



## Trek Director

**Reports To:** Camp Director

**Objective:** To provide Scouts with a quality Trek for the Tahosa Trek and Alpine Adventure programs. Direct, lead, train and give guidance to Trek Staff.

**Essential Functions:** Must be at least 21 years old. Must be able to speak, read, and write the English language. Must have enough physical endurance to lead and participate in high adventure activities like rock climbing, mountain hiking, swimming, camping, etc while on backpacking trips. Must have required training as set by the Boy Scouts of America from National Camp School and hold a NCS card in Trek Program.

**Specific Responsibilities:** The Trek Director leads the Tahosa Trek and Alpine Adventure programs while working closely with the Camp Director. Specific responsibilities are:

1. Offer a quality Trek program consisting of various high adventure activities such as rock climbing, mountain hiking, swimming, camping, cooking etc. for the Tahosa Trek and Alpine Adventure programs.
2. Respond quickly, safely and effectively to emergencies on the trail. Communicate with Camp Management in such scenarios.
3. Train Trek Guides in the successful implementation of Trek programs. Evaluate staff as directed.
4. Work with the Camp Director and food service company to ensure meals are adequately provided for during backpacking trips. Assist with purchasing of food not provided by the food service company.
5. Plan and supervise offsite backpacking treks following rules and regulations set by the BSA, NCAP, State of Colorado and the National Park Service. Ensure all paperwork is completed and copies are given to the health staff and Camp Director before departure.
6. Maintenance, inventory, and use of all equipment.
7. Organize and manage in-camp activities for trek participants.
8. Submit a complete inventory of all equipment, including condition and recommendations for next year's supplies. Submit a closing report at the end of the season.
9. Assist in the setup and takedown of all campsite facilities.
10. Be familiar with and assist in the enforcement of all safety rules and policies for camp and trek programs. Establish and nurture good working relationships with all staff, campers, and leaders.
11. Assist in the promotion of Trek Camp and other Tahosa programs during camp and in the off-season.
12. All other duties as assigned.



## Camp Commissioner

**Reports To:** Camp Director

**Objective:** To assure that each unit has a well-rounded, attainable daily camp program.

**Essential Functions:** Must be at least 18 years old. Must be sufficiently mobile as to visit units and staff in campsites and program areas daily. Must meet BSA National Camp Standards for this role and duties associated. Must be able to speak, read, and write the English language.

**Specific Responsibilities:** The Camp Commissioner must have knowledge of, and be able to teach skills to campers and be able to interact with unit leadership - specific responsibilities are:

1. Maintenance, inventory, and wise use of all campsite equipment.
2. Assist in planning and executing Scoutmaster Challenge and/or Adult Activities program.
3. Plan and execute the Counselor-In-Training program to include conduct rules, campsite hosting, teaching etc. Supervise and evaluate Counselors-In-Training. Make recommendations for future duties, assignments, and employment of CITs.
4. Greet units upon their arrival at camp, assist them in operating within the patrol system, provide immediate help in meeting specific and urgent problems, and ensure that they are aware of all available resources and programs.
5. Act as an ambassador to all units visiting Camp Tahosa.
6. Promote safe and clean camping using daily campsite inspections.
7. Assist in evaluations of Counselors-In-Training. Notify the Camp Director of any issues that involve discipline.
8. Submit a closing report at the end of the season which includes leader needs, wants, issues and thoughts that came up during the season.
9. Attend all leader meetings.
10. Participate in all camp wide activities.
11. Assist in the setup and takedown of all campsite facilities.
12. Be familiar with and assist in the enforcement of all safety rules and policies for camp. Establish and nurture good working relationships with all staff, campers, and leaders.
13. All other duties as assigned.



## Health Officer

**Reports To:** Camp Director

**Objective:** Assist in the addressing and maintaining the health and safety needs of the camp.

**Essential Functions:** Must be at least 21 years old. Must hold at least an EMT certification. Must be able to read and write written communications, see and act quickly in emergencies, speak clearly, be readily physically mobile in the event emergency first aid is required. Must not have any known communicable diseases or open sores or wounds. Must meet current State of Colorado and BSA National Camp Standards for this position and duties.

**Specific Responsibilities:** The Health Officer alerts the Camp Director to any unsafe actions or conditions of the campers or camp. Specific responsibilities are:

1. Oversee the provided health care at camp, ensuring it meets the individual needs of camp staff and campers.
2. Be particularly alert to conditions, which affect health, safety, sanitation, and good housekeeping practices.
3. Work in conjunction with the camp physician, local emergency services and local hospital.
4. Ensure camp staff orientation session is presented on medical services. Train camp staff members about their role related to health care and first aid.
5. Organize and maintain a daily sick call and first aid treatment log at camp.
6. Organize and conduct the medical check of each camper upon arrival at camp.
7. Maintain daily health logs of all occurrences involving the first aid center, ensuring accurate reporting and correct handling of each situation.
8. Maintain and oversee First Aid procedures and supplies. Prepare and distribute first aid kits and emergency procedures throughout camp and ensure supplies stay well stocked throughout the summer.
10. Coordinate a schedule with certified staff to dispense daily medications and ensure accurate logs are being maintained.
11. Maintain the first aid treatment center and vehicles.
12. If needed, accompany or assign (with Camp Director) a staff to accompany campers for off-site treatment.
13. Notify the Camp Director when responding to emergencies not at the first aid treatment center. Additionally, notify the Camp Director for major emergencies at the first aid treatment center. Notify the Camp Director when calling 911.
14. Submit a final report of medical supplies needed and recommendations for the next summer.
15. Be familiar with and assist in the enforcement of all safety rules and policies for camp. Establish and nurture good working relationships with all staff, campers, and leaders.
15. All other duties as assigned.



## Office/Trading Post Manager

**Reports To:** Camp Director

**Objective:** Direct the overall ordering and fiscal responsibility for the trading post, unit check-in reports and accounting, and daily banking. Manage the camp office and Trading Post.

**Essential Functions:** Must be at least 21 years old. Must be able to speak, hear, write, and read communications clearly. Must be able to count and do inventory for ordering.

**Specific Responsibilities:** The Office Manager works closely with the Camp Director in giving leadership to the Trading Post operations and Camp Office. Specific responsibilities are:

1. Management of camp business records, as established by the council, including collection of and accounting for camper fees, trading post revenues, petty cash, and purchase orders. Maintain and submit daily reports of cash transactions and deposits.
2. Conduct unit check-in and check-out reports for accuracy as to numbers of campers and amount of money due and collected.
3. Trading post- monitor and control daily and weekly ordering of supplies, make daily written revenue reports and bank deposits.
4. Submit complete written inventories of all equipment and supplies at the close of camp along with a written report of recommendations prior to the end of camp.
5. Manage petty cash (as approved by the Camp Director) and perform shopping functions as needed for all camp supplies. Obtain approval from the Camp Director before spending any money.
6. Manage the setup, take down and inventory of the Camp Office and Trading Post at the beginning, throughout and the end of the summer.
7. Supervise staff working the Trading Post. Open and close the store at posted times.
8. Maintain the cleanliness of the camp office, trading post and exterior.
9. Keep the store stocked at all times.
10. Be familiar with and assist in the enforcement of all safety rules and policies for camp. Establish and nurture good working relationships with all staff, campers, and leaders.
11. Other duties as assigned.



## **Aquatics Director**

**Reports To:** Program Director

**Objective:** Develop and execute a variety of aquatics programs that will meet the needs of campers.

**Essential Functions:** Must be at least 21 years old. Must possess a current BSA National Camping School card in Aquatics. Must be certified in CPR and physically able to act quickly in emergencies, effectively communicate, and clearly understand oral and written English.

**Specific Responsibilities:** Specific responsibilities include:

1. Assist in the supervision, training, and motivation of the aquatics program staff in all aquatics activities.
2. Assist in activity instruction and quality control and any other areas in all aquatic areas.
3. Be familiar with and assist in the enforcement of all safety rules and policies for waterfront areas.
4. Maintain strict safety discipline at all times when campers, leaders, and other staff are in the waterfront area.
5. Assist in the proper care, usage, storage, and maintenance of all aquatics equipment.
6. Classify campers in swimming ability per the BSA swimming test.
7. Participate in camp-wide activities.
8. Assist in the set-up and takedown of all waterfront facilities and other campsite facilities as needed. Submit an inventory of all aquatic supplies and condition at the end of the summer program.
9. Be familiar with and assist in the enforcement of all safety rules and policies for camp. Establish and nurture good working relationships with all staff, campers, and leaders.
10. All other duties as assigned.



## **Aquatics Counselor**

**Reports To:** Aquatics Director

**Objective:** To instruct campers in various aquatics activities and perform lifeguard duties as required.

**Essential Functions:** Must be a BSA Lifeguard, or equivalent, and be physically able to conduct rescue type maneuvers, able to see and act quickly in emergencies, and communicate clearly, both written and orally.

**Specific Responsibilities:** Exhibit proficiency in at least two of the following waterfront skills: rowing, swimming, kayaking, and canoeing. Specific responsibilities include:

1. Instruct in activities in which proficient.
2. Be familiar with and assist in the enforcement of all safety rules and policies for waterfront areas.
3. Maintain strict safety discipline at all times when campers, leaders, and other staff are in the waterfront area.
4. Assist in the proper care, usage, storage, and maintenance of all aquatics equipment.
5. Participate in any aquatic programs as directed.
6. Participate in camp wide activities, as needed.
7. Assist in the setup and takedown of all waterfront areas and other campsite facilities.
8. Be familiar with and assist in the enforcement of all safety rules and policies for camp. Establish and nurture good working relationships with all staff, campers, and leaders.
9. All other duties as assigned.



## Climbing Director

**Reports To:** Program Director

**Objective:** To assure that each scout has an access to a well-rounded climbing program. Supervise and provide guidance to the climbing staff to ensure a successful camping season.

**Essential Functions:** Must be at least 21 years old. Must be able to speak, read, and write the English language. Must have enough physical endurance to lead and participate in rock climbing sessions. Must hold a valid certification from BSA National Camping School in Climbing.

**Specific Responsibilities:** The Climbing Director must have knowledge of, and be able to teach Climbing to campers and to be able to interact with unit leadership - specific responsibilities are:

1. Supervise, train, and motivate the climbing staff in all their activities.
2. Insure BSA Climbing standards and all safety regulations are followed.
3. Offer a quality program of free Climbing and Climbing merit badge.
4. Direct the setup and takedown of a program area.
5. Maintenance, inventory, and wise use of all equipment. Complete log books and required paperwork daily.
6. Supervise any off-site climbs following all BSA protocols.
7. Participate in all camp wide activities.
8. Make a written advancement report on all activities at the end of each week.
9. Conduct program staff evaluations for staff as requested and submit a written report on the work of each of the staff at the close of the camp season.
10. Submit a complete inventory of all equipment, including condition and recommendations for next year's supplies.
11. Assist in the setup and takedown of all campsite facilities.
12. Be familiar with and assist in the enforcement of all safety rules and policies for camp. Establish and nurture good working relationships with all staff, campers, and leaders.
13. All other duties as assigned.



## Climbing Counselor

**Reports To:** Climbing Director

**Objective:** To assure that each scout has access to a well-rounded climbing area and merit badge program.

**Essential Functions:** Must be at least 18 years old. Must be able to speak, read, and write the English language. Must have enough physical endurance to lead and participate in rock climbing sessions.

**Specific Responsibilities:** Climbing Instructors must have knowledge of, and be able to teach Outdoor Skills to campers and - specific responsibilities are:

1. Offer a quality program to include free Climbing and Climbing Merit Badge.
2. Assist in the setup and takedown of a quality program area.
3. Insure all safety policies are followed.
4. Participate in all camp wide activities.
7. Assist in the setup and takedown of all campsite facilities.
8. Be familiar with and assist in the enforcement of all safety rules and policies for camp. Establish and nurture good working relationships with all staff, campers, and leaders.
9. All other duties as assigned.



## **C.O.P.E. Director**

**Reports To:** Program Director

**Objective:** To assure that each scout has an access to a well-rounded C.O.P.E. program. Supervise and provide guidance to the C.O.P.E. staff to ensure a successful camping season.

**Essential Functions:** Must be at least 21 years old. Must be able to speak, read, and write the English language. Must have enough physical endurance to lead and participate in C.O.P.E. sessions. Must have good knowledge of how to critique groups on their performance in COPE activities and have sound facilitation knowledge for various games/activities within the COPE program. Must hold a valid certification from BSA National Camping School in C.O.P.E.

**Specific Responsibilities:** The C.O.P.E. Director must have knowledge of, and be able to teach and lead C.O.P.E. to campers and to be able to interact with unit leadership - specific responsibilities are:

1. Supervise, train, and motivate the climbing staff in all their activities.
2. Insure BSA C.O.P.E. standards and all safety regulations are followed.
3. Offer a quality C.O.P.E. program.
4. Direct the setup of the program area.
5. Maintenance, inventory, and wise use of all equipment.
6. Participate in all camp wide activities.
7. Make a written advancement report on all activities at the end of each week. Complete log books and required paperwork daily.
8. Conduct program staff evaluations for staff as requested and submit a written report on the work of each of the staff at the close of the camp season.
9. Submit a complete inventory of all equipment, including condition and recommendations for next year's supplies.
10. Assist in the setup and takedown of all campsite facilities.
11. Be familiar with and assist in the enforcement of all safety rules and policies for camp. Establish and nurture good working relationships with all staff, campers, and leaders.
12. All other duties as assigned. Must have good knowledge of how to critique groups on their performance in COPE activities and have sound facilitation knowledge for various games/activities within the COPE program.



## **C.O.P.E. Counselor**

**Reports To:** C.O.P.E. Director

**Objective:** To assure that each scout has access to a well-rounded C.O.P.E. program.

**Essential Functions:** Must be at least 18 years old. Must be able to speak, read, and write the English language. Must have enough physical endurance to lead and participate in C.O.P.E. sessions. Must have a good overall knowledge of how to facilitate various games/activities within the COPE program.

**Specific Responsibilities:** C.O.P.E. Instructors must have knowledge of, and be able to teach skills to campers and - specific responsibilities are:

1. Offer a quality C.O.P.E. program.
2. Assist in the setup and takedown of a quality program area.
3. Insure all safety policies are followed.
4. Participate in all camp wide activities.
7. Assist in the setup and takedown of all campsite facilities.
8. Be familiar with and assist in the enforcement of all safety rules and policies for camp. Establish and nurture good working relationships with all staff, campers, and leaders.
9. All other duties as assigned.



## Archery Director

**Reports To:** Program Director

**Objective:** To assist with instruction and range operation at the Archery, Rifle and Shotgun Ranges.

**Essential Functions:** Must be at least 18 years old. Must be physically able and possess enough fine motor control to operate some of the devices used for the shooting sports program. Must be able to communicate and understand spoken English language clearly. Must successfully complete all required trainings.

**Specific Responsibilities:** Archery Director will exhibit proficiency and demonstrate interest in the Shooting Sports. Specific responsibilities are:

1. Assist with instruction for Archery merit badges and activities.
2. Be familiar with and assist with the strict observance of all safety rules and policies for the Archery ranges.
3. Submit all advancement reports.
4. Maintain strict discipline at all times when campers, leaders, and other staff members are in the area.
5. Assist in the proper care, storage, and maintenance of all shooting sports equipment.
6. Assist in the setup and takedown of range facilities.
7. Participate in any other shooting sports programs as directed.
8. Participate in all camp wide activities.
9. Assist in the set-up and take-down of all campsite facilities.
10. Be familiar with and assist in the enforcement of all safety rules and policies for camp. Establish and nurture good working relationships with all staff, campers, and leaders.
11. All other duties as assigned.



## Archery Counselor

**Reports To:** Archery Director

**Objective:** To assist in instructing campers in various shooting sports programs.

**Essential Functions:** Must be able to see and act quickly in emergencies. Must be able to communicate and understand spoken English language clearly. Must be physically able and possess enough fine motor control to operate some of the devices used for the shooting sports program. Must successfully complete all required trainings.

**Specific Responsibilities:** The Archery Counselor will exhibit proficiency in all areas - specific responsibilities are:

1. Assist with instruction for Archery merit badges and activities.
2. Be familiar with and assist in the strict observance of all safety rules and policies for the shooting sports areas.
3. Maintain strict discipline at all times when campers, leaders, and other staff are in the area.
4. Assist in the proper care, storage, and maintenance of all shooting sports equipment.
5. Participate in all camp wide activities.
6. Assist in the setup and takedown of campsite facilities.
7. Be familiar with and assist in the enforcement of all safety rules and policies for camp. Establish and nurture good working relationships with all staff, campers, and leaders.
8. All other duties as assigned.



## EaglePoint Lead

**Reports To:** Program Director

**Objective:** To assure that camp programs and classes are scheduled and coordinated with all parties involved.

**Essential Functions:** Must be at least 18 years old. Must be sufficiently mobile as to visit units and staff in campsites and program areas daily. Must be able to speak, read, and write the English language.

**Specific Responsibilities:** The EaglePoint Lead must have knowledge of, and be able to teach skills to campers and be able to interact with unit leadership - specific responsibilities are:

1. Act as an ambassador to all units visiting Camp Tahosa.
2. Coordinate and oversee the EaglePoint program by identifying unit needs of staff and assigning staff to accommodate unit needs. Ensure units are aware of all programs offered.
3. Assist in evaluations of EaglePoint Counselors. Notify the Camp Director of any issues that involve discipline.
4. Ensure that all classes requested are being offered and are available for units.
5. Teach merit badges or other programs as needed.
6. Participate in all camp wide activities.
- 7.. Assist in the setup and takedown of all campsite facilities.
- 8.. Be familiar with and assist in the enforcement of all safety rules and policies for camp. Establish and nurture good working relationships with all staff, campers, and leaders.
- 9.. All other duties as assigned.



## **EaglePoint Counselor**

**Reports To:** EaglePoint Lead

**Objective:** To assist in instructing campers in various merit badges, and to contribute to the successful operation of other camp programs.

**Essential Functions:** Must be to be sufficiently mobile as to be able to visit units in campsites daily. Must be able to speak, read, and write the English language.

**Specific Responsibilities:** Specific responsibilities are:

1. Instruct merit badges in which proficient. Develop lesson plans and present needs lists to supervisors.
2. Maintain records of requirements completed and provide mid-week and end-of-week progress reports for units. Make reasonable accommodations for scouts to ensure that everyone has the opportunity to succeed.
3. Be familiar with and assist in the enforcement of all safety rules and policies for camp. Establish and nurture good working relationships with all staff, campers, and leaders.
4. Assist and supervise scouts during meal times, camp host time, and during other activities.
5. Participate in all camp wide activities.
6. Assist in the setup and takedown of campsite facilities.
7. Be familiar with and assist in the enforcement of all safety rules and policies for camp. Establish and nurture good working relationships with all staff, campers, and leaders.
8. All other duties as assigned.



## Assistant Ranger

**Reports To:** Ranger

**Objective:** This seasonal staff member is hired to assist the permanent Ranger with repair and maintenance of buildings, vehicles, equipment, and campsites (tents, latrines, trash); maintaining organization of the maintenance facilities; organizing and supervising service projects; implementation the Denver Area Council conservation plan; and to help other support personnel.

**Essential Functions:** Must be at least 18 years old. Must be able to lift up to 70 lbs., must be sighted and sufficiently mobile to walk over rough, wooded terrain, and must be of sufficient physical condition to perform difficult repetitive tasks under adverse weather conditions, i.e. pushing a lawn mower in hot weather. Must hold valid driver's license and pass driving background check.

**Specific Responsibilities:** The Assistant Ranger works closely with the Camp Management Team to meet maintenance and program support needs of the camp. Specific responsibilities are:

1. Be particularly alert to conditions that affect health, safety, sanitation, and good housekeeping practices.
2. Be knowledgeable in, and ready to implement all camp emergency procedures.
3. Maintain camp grounds and facilities through mowing, clearing slash, painting, etc.
4. Assist in the repair of buildings and facilities.
5. Perform janitorial and general maintenance duties like sweeping, scrubbing, washing windows, and disposal of trash and waste.
6. Work with Camp Director and Program Director to support program events and needs throughout the camp. This includes assisting with the transport of program materials and other supplies as necessary.
7. Be familiar with and assist in the enforcement of all safety rules and policies for camp. Establish and nurture good working relationships with all staff, campers, and leaders.
8. Assist in the setup and takedown of all camp facilities and transportation of camp equipment.
9. Provide regular updates to campers, adult leaders, and staff on the status of maintenance and repairs. Serve as a point of contact of maintenance and repair needs that arise.
10. Assist in developing conservation project ideas to benefit the camp. Provide leadership and supervision to units and Big Horn doing service projects.
11. All other duties as assigned.



## Trek Guide

**Reports To:** Trek Director

**Objective:** To provide Scouts with a quality Trek for the Tahosa Trek and Alpine Adventure programs.

**Essential Functions:** Must be at least 18 years old. Must be able to speak, read, and write the English language. Must have enough physical endurance to lead and participate in high adventure activities like rock climbing, mountain hiking, swimming, camping, etc while on backpacking trips. Must obtain Wilderness First Aid training.

**Specific Responsibilities:** The Trek Guide leads groups for the Tahosa Trek and Alpine Adventure programs. Specific responsibilities are:

1. Offer a quality Trek program consisting of various high adventure activities such as rock climbing, mountain hiking, swimming, camping, cooking etc. for the Tahosa Trek and Alpine Adventure programs.
2. Respond quickly, safely and effectively to emergencies on the trail. Communicate with Camp Management in such scenarios.
3. Plan and guide offsite backpacking treks following rules and regulations set by the BSA, State of Colorado and the National Park Service.
4. Maintenance, inventory, and wise use of all equipment.
5. Participate in all camp wide activities.
6. Submit a complete inventory of all equipment, including condition and recommendations for next year's supplies.
7. Assist in the setup and takedown of all campsite facilities.
8. All other duties as assigned.



## **Counselor in Training (CIT)**

**Reports To:** Camp Commissioner/EaglePoint Lead

**Objective:** To assist the program area staff to which they are assigned in carrying out a quality program, learn the basics of merit badge counseling and what it means to be summer camp staff member.

**Essential Functions:** Must be sufficiently mobile to guide patrols through rough wooded terrain, must be able to understand and communicate the English language.

**Specific Responsibilities:** Specific responsibilities are:

1. Attend and participate in daily staff training and work sessions during “staff week” and weekly staff meetings during the camp season.
2. During camp, assist the program area staff to which they are assigned each day/week in carrying out a quality program, but not to the extent that they are merit badge counselors.
3. Abide by the camp staff responsibilities and policies listed in the Camp Staff Handbook and live up to the Scout Oath and Law. “Set The Example”.
4. Carry out other duties assigned by the Program Director or Camp Director.

