

Denver Area Council – Tahosa High Adventure Base

Job Title:	CIT Director	Property:	Peaceful Valley Scout Ranch
Camp/Department:	Operations	Salary Level:	To be determined
Location:	22799 N Elbert Rd Elbert, CO 80106	Staff Supervisor?:	Yes
Reports to:	Ranch Director	Certifications Req:	No
Will Certify Applicant?:	Not Required	Driving Required?	Yes

Job Summary

The CIT Director will oversee the Counselor In Training program in all aspects as far as training, evaluation and teaching of the Counselors in Training. This person is to help develop a training person that ensures CITs are trained to be the best staff member they can be. This position also determines if CIT's will be hired as paid staff members in the future.

Job Description

ROLE AND RESPONSIBILITIES

- Assist the Ranch Director with interviewing and hiring Counselors in Training.
- Plan, organize and execute a Counselor In Training plan for training.
- Assign CIT's to areas or Camp Staff partners to experience different areas, departments, and roles within the camp.
- Supervise the CIT's.
- Evaluate the CIT's and prepare a written evaluation at the end of their volunteer term indicating if they are recommended or not to be paid staff. Make recommendations for future jobs, duties and assignments.
- Assign a rotation for the CIT's in order to see all camps on the ranch.
- Coordinate with CIT Coordinators to ensure the program is being implemented.
- Notify the Operations Director of CIT issues. Assist with discipline.
- Participate in camp-wide activities.
- Assist in the set up and take down of camp facilities.
- Other duties as assigned.

CERTIFICATIONS & REQUIRED TRAINING

- CPR, AED, First Aid, Prior to Start of Camp (Provided if Needed)
- Youth Protection (Online Prior to Camp)
- BSA Weather Hazards (Online Prior to Camp)
- BSA Drive Safely (Online Prior to Camp)
- FEMA Multi-Hazard Planning for Child Care (Online Prior to Camp)
- FEMA ICS 100 Introduction to Incident Command (Online Prior to Camp)
- BSA Unlawful Harassment Prevention (Online Prior to Camp)
- Standard Precautions Training (Online Prior to Camp)
- More training may be required as determined by Camp Management

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REQUIRED FOR THE JOB

- Must be able to read, speak and write the English language
- Must be able to work outdoors at an elevation of 7,000+ feet above sea level in varying weather conditions
- Must be 18 years of age or older
- Must be able to pass a background check from the TRAILS database, CBI and the FBI
- Must be able to become a member of the Boy Scouts of America
- Must have a valid drivers license and history insurable by the insurance company for the Council

DIRECTLY SUPERVISES

- Counselors In Training

ADDITIONAL NOTES

- This position may be combined with another with in camp.