



SHERWOOD FOREST

Summer Camp Staffing Needs



Connect ♦ Educate ♦ Inspire

Proud member of



United Way
of Greater St. Louis

Sherwood Forest Camp

Join us this summer to transform the lives of children!

Sherwood Forest Camp is nestled on 487 acres, just 100 miles south of St. Louis, in Lesterville, Missouri. Campers can explore forests, meadows, a 15-acre lake, creeks, and nearby state parks. Each year, we serve approximately 350 children and adolescents ages 7 to 15, predominantly from families living in poverty. We are committed to providing the highest quality camp experiences for children and adolescents from diverse racial, ethnic, socio-economic, and religious backgrounds. Our campers live together in a residential camp setting, participate in fun and challenging activities; practice team-building and decision-making skills; develop independence and responsibility; and learn to respect themselves, each other, and the natural environment.

The Camp Staff consist of 55-65 individuals working in a variety of positions. There are 2-3 Cabin Leaders per cabin of 8 campers.

Facilities include a dining hall, multi-purpose building, health center, swimming pool, climbing tower (Tango Tower), teams challenge course, archery range, campfire circles, six primitive camp sites, an amphitheater, open fields for games and sports, a 15 acre lake, cabins, and a barn which houses creative arts, performing arts, and KNOTS (Knowledge of Nature, Outdoor-Living and Tripping Skills).

Activities at Camp include swimming, swim lessons, canoeing, funyaking, river canoeing (one-day and multi-day), performing and creative arts, hiking, Tango Tower, outdoor cooking, and camping out – but that is just the tip of the iceberg! Of course you can throw some clay, shoot archery, play rubber chicken volleyball, pigskin or chickenball, write a poem, read a good book . . . and much, much more! Campers are encouraged to take responsibility for themselves, consider others' perspectives, and make decisions about their own schedules.

Salaries range from \$1,800-\$2,400 based on education, experience, and job responsibilities.

By investing yourself in our summer program at Sherwood Forest Camp you will be rewarded with lasting memories and friendships, quality training, and valuable experience that will help in your chosen field. **Most importantly, you will have helped to transform the life of a child.**

Our Programs

Mini Camp (1st and 2nd graders): This 3-day program is designed as an introduction to residential camping. This program is designed to help them take their first steps towards independence.

Boys and Girls Camps – 26-day Programs

- **3rd graders:** Children completing the 3rd grade participate in program designed to strengthen their independence and improve their decision-making skills. They select their activities as individuals and travel to those activities on their own. All 3rd graders take part in our reading program and participate in overnight trips.
- **4th graders:** As 4th graders, campers have the opportunity to truly develop skills throughout the session, by establishing a goal (such as learning how to swim) and then working to achieve that goal.
- **5th graders:** 5th graders begin working on the skills they will need to be successful in the Leadership Training Program (*below*).

Leadership Training Program – 26-day Programs – Founded in 1942, the Leadership Training Program teaches adolescents to recognize, use, and improve their innate leadership abilities.

- **Challenge** (6th grade): In this year of the program, while at camp for 26 days, campers work on identifying their individual strengths and areas for personal growth through multiple two- to four-day wilderness backpacking and river trip experiences.
- **Trek** (7th grade): At this level of the program, campers are given the opportunity to tailor their Leadership experience. Although all will still participate in short wilderness trips, some campers will progress on an extended wilderness track and other will choose an art track. In the wilderness track, through extended backpacking and river trips, campers travel over 100 miles on excursions. In the Art Track, through the production of a play, campers work on their team-building skills and deepen their understanding of, respect for, and appreciation of the arts.
- **Adventure** (8th grade): Campers begin to look at themselves as part of a community and examine how they can use their individual and team strengths to benefit that community. They begin thinking about their lives after high school and plan and complete a week-long trip which includes community service and college campus visits.
- **Journey** (9th grade): While at camp, Journey campers plan and execute a trip out-of-state ranging in length from 8 to 10 days. Campers begin looking beyond their community to the world. They complete significant community service projects, visit colleges and universities, and learn about historical sites across our country.

Positions Available

Village Director – Village directors are responsible for supervising and managing a number of cabin groups. They directly supervise cabin leaders assigned to their groups. They meet with their group leaders on a daily basis to discuss how the day has gone and develop strategies on how to deal with any challenges. A set consists of 24 campers and about 6–9 staff members. Village directors provide guidance and assistance to counselors in their work with children and participate in a variety of administrative duties.

Department Head - Department Heads train and supervise instructors who teach and work in their department area: adventure/sports, aquatics, KNOTS (Knowledge of Nature, Outdoor-Living and Tripping Skills), IDEAS (STEM, reading, writing, and related topics), and/or performing/creative arts. They are responsible for planning, developing, and organizing program activities and lesson plans (when needed), creating schedules for staff and campers, and teaching during activity periods. They are responsible for the use, care, and maintenance of all the equipment that is used in their program area and activities.

Reading Instructor - Responsibilities include: execute curriculum – focusing on the camper's enjoyment of reading through reading and enrichment activities. This will be accomplished by working collaboratively with the Department Heads to offer activities that coincide with the main character's experience in the Hatchet, incorporating the word of the day with each village, implement the curriculum in 1-2 hour sessions each day for 12 students in an activity period.

Group Leader - Responsibilities include: supervising a cabin group of 8 children in a residential setting, guiding campers through the camp's daily routine, helping campers plan and organize their daily schedules, looking out for the personal health and safety of campers, and supervising campers in maintaining the cleanliness of the cabin. Most importantly, group leaders motivate and encourage their campers to participate in a wide variety of activities. Group leaders teach in one of the camp's activity departments as a program instructor.

Challenge/Trek Group Leader - Responsibilities include: supervising a cabin group of 8 children in a residential setting, guiding campers through the camp's daily routine, helping campers plan and organize their daily schedules, looking out for the personal health and safety of campers, and supervising campers in maintaining the cleanliness of the cabin. They mentor campers while they help plan and organize backpacking and river trips that are 2–7 days in length, arrange community service projects, and help campers develop skills in areas such as leadership, decision-making, problem-solving, and conflict resolution. Tripping group leaders teach in one of the camp's activity departments as a program instructor.

Adventure/Journey Group Leader - Responsibilities include: supervising a cabin group of 8-12 children in a residential setting, guiding campers through the camp's daily routine, helping campers plan and organize their daily schedules, looking out for the personal health and safety of campers, and supervising campers in maintaining the cleanliness of the cabin. Additionally, Leadership Group Leaders mentor campers while they plan and organize an out-of-state urban camping trip lasting 6–12 days, various community service projects, and college visits. They help campers develop skills in areas such as leadership, decision-making, problem-solving, and conflict resolution. These leadership group leaders should be 21 years of age with a clean driving record. Leadership group leaders teach in one of the camp's activity departments as a program instructor.

Art Trek Group Leader – Responsibilities include: supervising a cabin group of 8 children in a residential setting, guiding campers through the camp's daily routine helping campers plan and organizer their daily schedules, looking out for the personal health and safety of campers, and supervising campers in maintaining the cleanliness of the cabin. They mentor campers while they help plan and organize the camp plays under the direction of the Theatre Director. The campers will participate in sessions that will involve but not limited to; lighting, sound, scenery design and construction, play rehearsal, instruct younger campers, setup and production of the talent show, etc. They will also participate in the creative arts program helping with the instruction of our younger campers along with community service projects, and help campers develop skills in areas such as leadership, decision-making, problem-solving, and conflict resolution. These leadership group leaders should be 21 years of age with a clean driving record. Leadership group leaders teach in one of the camp's activity departments as a program instructor.

Program Instructor – Program instructors work in one or more activity areas (adventure/sports, aquatics, KNOTS, IDEAS, and/or performing/creative arts). They plan, organize, and teach activities related to their program area. All aquatics instructors need a current certification in American Red Cross Lifeguarding, which includes a current certification in CPR for the Professional Rescuer, or the equivalent certification. A lifeguarding course will be offered prior to Staff Orientation. Instructors in Adventure/Sports need documented training and/or certification as a rope course leader and/or climbing and rappelling instructor. Training will be conducted prior to Staff Orientation for all Adventure/Sports instructors. Instructors must be at least 18 years old.

Trip Leaders – Responsibilities include: planning and packing for hiking, river, and overnight trips, take responsibility for all aspects of the trips and its participants, planning all programming and meals during the trip, to assist campers with proper packing, and build enthusiasm for the trips. Additionally, must be able lift canoes, hike for long distances, and ensure the safety of all campers. Trip Leaders need a current certification in American Red Cross Lifeguarding, which includes a current certification in CPR for the Professional Rescuer, or the equivalent certification. A lifeguarding course will be offered prior to Staff Orientation.

Support Staff

Nurse - The nurse supervises the health care of all campers and staff and provides education in wellness and healthy habits. Camp nurses may work one or more sessions. The candidate must be a Registered Nurse in the State of Missouri.

Student Nurse - The student nurse will work alongside the camp nurse to meet the healthcare needs of campers and staff and expand the role of the nurse in camp by promoting the development of trusting relationships between nurses and campers. He/she must speak with the public in a clear, courteous voice either in person or by telephone, and handle, file, disperse, and maintain neat and orderly

records. *Qualifications:* Third or fourth year nursing student; organizational skills, including attention to detail; ability to interact with the public; a desire to work with young adults and children; and a desire to live and participate in a camp environment.

Transportation Manager - Responsibilities include driving the camp vans (12- and 15-passenger), dropping off and picking up campers at designated locations, and running errands to various destinations. The Transportation Manager must also be able to maneuver the camp vehicles while hauling a six-foot canoe trailer. In addition, the Transportation Manager is responsible for maintaining vehicle records and making sure vehicles are in good working condition. Candidates must be 21 years old, hold a current Class E driver's license, and have a clean driving record.

Office Manager - This person helps camp run smoothly by keeping accurate records, communicating with parents, staff, and volunteers in a clear and courteous manner, greeting guests, overseeing the camp store, and assisting with daily operations. Candidates must be able to efficiently use Microsoft Office products.

Cook - Prepares and serves meals for the camp (approximately 180 people). In addition, cooks are responsible for general cleaning and maintaining meal records. Cooks must have previous institutional cooking experience.

Kitchen Worker - Serves meals, helps campers set and clear tables, packs food for evening snacks, cook-outs and camp-outs, and ensures the kitchen and dining hall is clean and well-maintained. Kitchen workers must be at least 16 years old.

For more information, contact Amanda Westall Program Manager, Quest

Website: www.SherwoodForestSTL.org
E-mail: AmandaW@SherwoodForestSTL.org
Phone: (314) 644-3322
Fax: (314) 644-3330