



Primary Function: Work closely with Humane Education staff to organize, coordinate and implement an 8-week summer camp program for 8-13 year olds and a Counselor-in-Training (CIT) program for 14-17 year olds. This includes but is not limited to: engaging and monitoring large groups of children; giving presentations and teaching subjects such as pet care, animal behavior, and anti-cruelty; assisting with daily dog training and cattery visits; and leading arts/crafts and outdoor activities.

Essential Duties and Responsibilities:

- Manage and care for large groups of children in a responsible, safe, fun, and welcoming manner.
- Lead and assist with presentations on a variety of topics, such as pet care, animal behavior, overpopulation, and careers with animals.
- Lead and assist humane educators with arts and crafts, and outdoor activities.
- Assist staff with maintaining safe interactions between campers/CITs and all program animals.
- Assist campers and CITs with dog training.
- Assist with coordinating games, lunches and assigned speakers.
- Prepare daily program supplies.
- Provide shelter tours to campers and CITs.
- Assist humane educators on field trips, as needed.
- Assist humane educators in completing proper paperwork for student sign-in and pick-up.
- Assist humane educators in any other necessary duties.

Job Related and Essential Qualifications:

- Able to manage a large group of children in a kind and responsible manner.
- Able to manage time and activities well, and to plan ahead.
- Able to communicate well with all staff and to work collaboratively in a team setting.
- Able to communicate with the public in a clear and respectful manner.
- Comfortable working with a variety of ages and backgrounds.
- Comfortable working with dogs of various breeds and sizes.
- Comfortable speaking in front of large groups.
- Motivated, well-organized, and outgoing.
- Demonstrates maturity and good judgment.
- Able to commit to working all weeks of camp and camp prep.
- Able to understand and carry out oral and written instructions.
- Able to perform the job in a professional manner and work efficiently under pressure.
- Able to follow agency rules and standards responsibly.
- Able pass a background check prior to hire.

Other Essential Qualifications:

Physical Demands – While performing this job, the employee is regularly required to use hands and fingers; handle or feel objects, tools or controls; reach with hands and arms; talk loudly and clearly; and hear. Requires the mobility to stand, walk, sit, kneel, crouch and crawl. Perform work which includes walking large dogs, lifting, carrying and/or pushing of 25 lbs. or more.

Working Conditions – Dealing with a shelter environment in which the noise level is generally moderate, but on occasion will be high. Will be working with children ages 8-17, in indoor and outdoor settings. In the shelter there is possible exposure to parasites and infectious diseases.

