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# Example of Camp Leader Job Description

Our company is growing rapidly and is looking for a camp leader. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for camp leader

* Assist with completion of First Aid Forms and Incident Report Forms when applicable
* Assist with emergency/crisis response to issues and communicate to applicable staff as needed
* Develop methodology to assess the 4-H Youth Development and Dorothy P
* Lead the application of subject matter knowledge to identify needs, gaps, and trends in the community in collaboration with supervisor, program committees, staff, Cornell faculty, agency partners, and other community constituents within scope of the Association and Statewide Plan of Work
* Analyze program needs based on assessments and input from community groups, staff and other interested parties
* Make recommendations for programmatic offerings, enhancements, and/or improvements based upon assessment
* Provide leadership for development of camper recruitment and enrollment processes including online registration, online health documents, required forms and permissions, and parent information
* Provide leadership for the development of camp staffing plans that support seasonal educational programming efforts
* Propose 4-H Youth Development and camp budgets based on established financial guidelines or procedures and by anticipating expenses
* Assist in identifying and developing relationships with appropriate agencies, organizations, industries and community leaders for program/function

## Qualifications for camp leader

* First Aid/CPR Certification, or willing to obtain upon hire - preferred
* Experience working with youth and adults in recreational programming
* Observant, active, and able to use sound judgment and initiative
* Willing to accept responsibility and work cooperatively with others
* Able to create, organize, and lead a variety of activities that encourage campers to use and develop a variety of their abilities
* Must be at least 21 years of age and have a high school diploma in progress or completed