

# CENTRAL WISCONSIN ENVIRONMENTAL STATION

## COUNSELOR/NATURALIST – SUMMER 2024

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The Central Wisconsin Environmental Station is a field station supported by the University of Wisconsin-Stevens Point College of Natural Resources and the UWSP Foundation, Inc. The Station is operated year-round by permanent staff and university students as an environmental education center for people of all ages.

### **Description:**

Counselor/Naturalists will be responsible for supporting summer camps at the Central Wisconsin Environmental Station (CWES). Naturalists will serve as educators, caretakers, and mentors for all camp participants. Each week at CWES is different and requirements from staff vary. During the summer, CWES offers:

1. *Residential Summer Camps:* Campers stay overnight for anywhere from a few nights to a full week depending on the session. Some overnight sessions include off-site camping.
2. *Day Camp:* Campers join CWES staff for the day for nature-based activities and camp programming and return home each night.
3. *Contract and Specialty Camps:* CWES staff facilitate outside groups that come to use the property and our equipment. These groups come with their own leadership but CWES staff still have the opportunity to connect and interact with campers.

When overnight CWES camp is in session, staff are given a 3 hour block off daily. During off-time you are welcome to leave the site to run errands or stay on CWES grounds to wash laundry, kayak, hike, relax, etc.

### **Daily/Weekly Staff Responsibilities & Duties:**

- Attend and participate in staff meetings
- Facilitate camp check in/check out, meals, and other relevant procedures
- Under the direct supervision of the Camp Director, present environmental educational programs and lead games and activities (such as archery, boating, arts, tree climbing,, zipline, etc.)
- Facilitate group competitions and relays with campers
- Assist lifeguards in waterfront supervision
- Assist with setting up and maintenance of equipment and locations on site
- Ensure the safety and well-being of camp participants
- Utilize appropriate behavior management techniques as trained, or seek guidance when unsure how to proceed
- Maintain professional communication with all other staff members, including radio use
- Reside in a cabin with campers when assigned to do so. This involves ensuring the campers are prepared in the morning, that lights-out is enforced, that they are cared for overnight, and includes fostering a positive group dynamic as well as addressing the needs of the individual
- Assist in camp projects as needed, including the final camp cleanup week
- Other duties as assigned

### **Essential Functions:**

- Work cooperatively with summer program staff members and CWES year-round/permanent staff to build and maintain a positive, cohesive work atmosphere for all
- Live in a shared space with fellow summer staff on non-residential camp weeks, and live in shared space with campers during residential camp weeks
- Serve as a positive role model to campers by following and implementing camp objectives, rules, policies and guidelines
- Work in other departments, as needed: maintenance, food service, camp garden
- Maintain an inclusive, positive and respectful attitude towards all staff and campers
- Lift 30 lbs.

**Accommodations:**

When Counselor/Naturalists are assigned to a cabin during CWES residential camp, they will spend the night in the cabin with their campers. During other times (ie: Contract Groups), Counselor/Naturalists will be provided shared, staff housing on-site. Shared restrooms, showers, wi-fi, and laundry facilities are provided. When programs are in session, all staff will receive free meals from the dining hall. When programs are not in session, leftovers may be provided, but not guaranteed.

Staff are welcome to utilize CWES's outdoor equipment and facilities (such as kayaks and canoes, the archery range, or fire pits) during their time off, provided they are not needed for programming purposes. Check in/out procedures in place for safety purposes.

**Schedule:**

Employment begins June 3rd and ends on August 16th. Mandatory training for all staff will be June 3<sup>rd</sup>-7<sup>th</sup>. A mandatory mental health first aid training will be required for all staff – **Date & Time TBD**. **All staff will be off July 4<sup>th</sup>-7<sup>th</sup>**.

**Compensation:**

- \$375/week without lifeguard certification
- \$400/week with lifeguard certification
- Lodging, meals, and laundry offered through contracted dates
- Access to outdoor equipment
- Internship: UWSP students can qualify to complete a credit bearing internship (NRES 381) over the summer
- Knowledge and experience facilitating environmental education programming

**Requirements:**

- 18 years of age or older
- Must successfully pass a background and reference check, conducted by UW-Stevens Point
- CPR, AED and First Aid certification, or ability to obtain certification prior to employment (reimbursed at the end of summer)
- Obtain Wisconsin Boater Safety certification, or ability to obtain certification prior to employment (reimbursed at the end of summer)
- Must maintain effective, appropriate, and sustained mental, emotional, and social interaction while working in camp's youth-centered and dynamic environment
- Must adapt to changing needs/environment, independent problem solving, and clear communication with campers/staff/community members
- Must be capable of living on-site at CWES and working a flexible schedule with long hours

**Qualifications: Training, experience or significant interest in...**

- Natural resources/outdoor skills
- Delivering educational programs
- Working with youth and people of all ages, backgrounds, and abilities

**Preferred Qualifications:**

- Prior experience with summer camp programming
- Familiarity with Wisconsin natural resources
- Lifeguard certification (strongly preferred but not required, higher pay for lifeguard-certified)

**Application Information:**

To apply, please submit a resume and 3 references (Name, Relation, Number & Email) to CWES Program Manager (listed below). Applications are reviewed on a rolling basis, and interviews will be conducted as applications are received.

**Employment Contact:**

Rachel Loomis, Program Manager, Central Wisconsin Environmental Station

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