



BROWNSEA ISLAND DIRECTOR Position Description

POSITION CONCEPT

The Brownsea Island Director provides overall leadership for the BSI Staff and creates a program that showcases the aims and methods of Scouting. This position reports directly to the Camp Program Director.

PRINCIPLE RESPONSIBILITIES

- Work in the most efficient, effective, and productive way to carry out all of his/her responsibilities while maintaining a cheerful, helpful, and positive attitude. Treat everyone with respect and utilize all available resources to make the camp experience as enjoyable as possible for participants and staff. Constantly strive to improve the service of his department and ensure the safety and welfare of all participants and staff
- Embody the values and scout spirit in his actions, uniform, and behavior. Serve as a model scout to the participants.
- Review BSI materials before summer camp and make sure they are in alignment with the Scout Handbook and the program mission.
- Train, motivate, and manage patrol guides. Conduct staff evaluations and work to improve teaching, scout spirit, and program delivery in and by the staff. Deals with staff issues within the program, and reports external issues to the program director.
- Develop staff prior to summer camp by keeping in contact and informing them of program needs ahead of time. Provide initial materials that will help the staff during staff week training.
- Foster the involvement of Scoutmasters into the program by encouraging their participation as an opportunity for new and experienced leader development.
- Ensure that guides complete core modules and provide an overall experience that will familiarize scouts with camp and generate an excitement to return to camp for years to come.
- Oversees the safe and effective delivery of the day-to-day teaching program—including the 5 mile hike, swim blocks, and regular teaching periods.
- Submit program material orders to the Purchasing Director in a timely manner
- Assist with extemporaneous camp duties—cleaning, serving, emergency drills, customer service, etc.
- Oversees program staff during camp-wide emergencies

- Assist with other staff responsibilities as directed by the Camp Director to ensure that the mission of the Camp Geronimo is carried out

Daily Operations

- Make sure each program is presented on time with all materials on hand, ready to go.
- Develop and maintain a program that imparts useful knowledge, that supports the aims and objectives of the Boy Scouts of America, and that is fun, challenging and safe.
- Impress upon all participants that they are only learning some of the basics, and should never attempt activities without experienced, trained supervision and proper safety equipment.
- Strive to be sure that there are plenty of interesting program activities so that campers do not have to stand around waiting.
- See that the program area is always clean and efficient.
- Inspect program materials frequently and keep your Camp Director informed of any supplies needed.
- Ensure a safe and adventurous experience, while fulfilling the requirements of the Merit Badge.

END OF SEASON

- Update the Camp Geronimo Program Area Standard Operating Procedures to reflect current program usage and lessons learned
- Ensure all equipment is inventoried and stored properly
- Ensure the Gear Records and Maintenance Logs area up to date
- Write suggested changes, updates, opportunities, and program adjustments for the upcoming year.

ADDITIONAL QUALIFICATIONS

Required (must be met prior to the start of summer camp)

- Be at least 18 years of age.
- Be a registered member of the Boy Scouts of America.
- Familiar with MS Word and Excel and/or use of computer databases.

Preferred

- Certified in American Red Cross CPR/AED, or Council-approved equivalent.
- First Year Camper NCS certification recommended
- Certified in American Red Cross Standard First Aid, or Council-approved equivalent.
- Instructional experience.
- Prior BSA experience, residential or day camp experience, leadership/management of youth and young adults.