



Volunteer Job Description – Summer Camp Assistant

To discuss this position or apply to be a volunteer at the GDMBG, please contact Susan Cory, Volunteer Coordinator, 515-323-6293, scory@dmbotanicalgarden.com

Position: Summer Camp Assistant

This role is ideal for students who enjoy environmental sciences, teaching, speech/public speaking, working with children or a combination of all.

Time Commitment:

Training: June 11, 2019, specific time to be determined. Training is required but if this date is a conflict it can be rescheduled.

Summer camp: A minimum commitment of one session. Sessions may be 3 or 5 day camps. If you are a student seeking a 40 hour volunteer assignment, please indicate this on your application and this can be discussed if you are granted an interview. This could be accomplished through a combination of camps or with other volunteer activities at the Botanical Garden.

Summer Camp Schedule:

<u>Camp Date:</u>	<u>Camp Theme:</u>
June 19 - 21	Jungle Safari
June 24-28	Budding Chefs
July 1-3	Desert Dwellers
July 8-12	Garden Artists
July 15-19	Magic in the Garden
July 22-26	Junior Botanists
July 29 – August 2	Plants Unleashed!
August 5-9	Budding Chefs
August 12-14	Garden Guests

Responsibilities:

- Provide support and assistance for day-to-day programs and activities of the Botanical Garden Summer Camp Program.
- Give direction to campers during activities and presentations.
- If desired, design and lead elements of camp programming.
- Help the instructors maintain room organization and supplies.
- Act as a chaperone for campers during group programs.
- Interact with campers and assist instructors to effectively monitor camper behavior.

Requirements:

- Age 15 or older.
- Availability to work a minimum of one Summer Camp session during June, July or August.
- An interest in educating and guiding youth through hands-on learning activities.
- Comfortable interacting with and co-leading groups with a maximum of 16 youth (with assistance of educators).
- Ability to direct participants as needed.
- Comfortable with public speaking and projecting your voice over background noise.
- Ability to be on your feet for an extended period of time and move along various inclines and grades with ease.
- A friendly and positive attitude and out-going personality.
- Availability to attend training(s).
- A background check will be conducted.

Attire:

A Botanical Garden volunteer t-shirt will be provided to youth working with the camp. If more than one volunteer shirt is desired, additional can be purchased at cost.

Shorts or jeans are appropriate depending on weather conditions. All shoes must have a covered toe, including sandals (which also must have a back or heel strap). Clothing should be free of stains and tears.

A nametag will be provided and should be worn during any shift or tour.

To Apply:

Fill out the Youth Summer Program volunteer application:
<http://www.dmbotanicalgarden.com/support/volunteer/>

A written recommendation by an instructor or other non-related adult is required. This could be a school, volunteer or work-related reference. The recommendation should refer to applicant's ability and comfort for any or all specific aspects of this role (natural sciences, public speaking, working with youth, etc.). The reference information will be collected on your application and then contacted by Botanical Garden staff.

Applications for Summer 2019 will be accepted through March 31, 2019.

Applications will be reviewed and candidates will be contacted for an interview to be held between April 15 - 26. All who apply will be notified when positions are filled.

(updated 1.24.19)