

**Position Title:** D.I.G Camp Program Coordinator

**Position Duration:** June 2, 2014 – July 1, 2014

**Application:** Due April 9, 2014 to [lyonsli@dickinson.edu](mailto:lyonsli@dickinson.edu)

**Required Application Materials:** Cover Letter & Resume



Position Description: Now in its second year, Discover Inquiry Grow (D.I.G) Camp is a collaborative project overseen by the Alliance for Aquatic Resource Monitoring, the Center for Sustainability Education and the College Farm. Structured as a one week long day camp for 15 kids, D.I.G Camp provides youth rising in grades 4-6 with unique experiential learning opportunities that combine science, sustainability, art and food. Vital to the success of D.I.G Camp is the Program Coordinator. He/she will work alongside staff from the collaborating departments plus three Camp Counselors hired to develop and implement daily lesson plans and activities for D.I.G. Camp. The Program Coordinator position will be one of the main supervisors of D.I.G Camp, interacting with parents and their children daily, as well as departmental staff, student workers and other camp collaborators.

Successful candidates for the D.I.G. Camp Program Coordinator position include:

- Proven experience in leadership and project management
- Effective time management, problem solving and the ability to cultivate a healthy and supportive workplace environment.
- Ability to communicate effectively with people of all ages.
- Ability to think on their feet and maintain a flexible outlook-adapting as needs arise.
- Desire to work with children and be outdoors.
- Attention to detail, safety, and record keeping.
- Must be willing to get CPR, first aid, AED, and Dickinson driving certified

D.I.G Camp will be held Session 1: June 16-20 and Session 2: June 23-27. The Program Coordinator position will begin on June 2<sup>nd</sup>, using the time prior to the start of camp to finalize logistics, help develop lesson plans, communicate with families and campers, plus participate in site visits and ensure that the program is ready for launching another successful year. At the end of the last week of camp, the Program Coordinator will work with Camp Counselors to debrief and present final reports to the participating departments for review and future planning purposes.

The Program Coordinator is a full time position (June 2-July 1) and includes a competitive hourly rate and on campus housing during the time of employment.

To apply- electronically submit a cover letter and resume by April 9, 2014. For more information about this position, please contact Lindsey Lyons at [lyonsli@dickinson.edu](mailto:lyonsli@dickinson.edu).