



Atnané NWC Art Academy 2023

Position: Camp Director

Summary/Objective

Join the Sealaska Heritage Institute (SHI) Team as a summer Camp Counselor! The objective of this position is to provide support to Sealaska Heritage Summer Camp staff and students. If you are interested in science education with Indigenous values in mind, this is a great opportunity. Assist SHI staff with various hands-on culturally relevant summer program activities for approximately 40 campers. Duties include setting up camps, supporting and working with students throughout the camps, and cleaning up after camp completion. In addition, you will be able to supervise youth ages 14-19 ensuring their safety, development, skill-achievement, and general well-being. The selected candidate will have; experience working with youth, engaging communication skills, and confidence in problem solving. Developing plans for activities and facilitating activities will be a part of the counselors general duties. To apply please send a copy of your resume and three references to jay.zeller@sealaska.com

Job Responsibilities:

Chaperones must be available to stay the entire camp from July 9 to July 18, 2023. The Camp Director must be available onsite the entire camp with active duty from 7:30 AM to 9:00 PM for the duration of Atnané NWC Art Academy activities. The Camp Director will be with students daily. The Camp Director asked to limit personal cell phone use to break times in order to help uphold the student cell phone policy.

Characteristics Needed:

- Serve as a positive role model for Alaskan Native youth
- Strive for mutual respect while being an effective communicator
- Build self-esteem and motivation to relate with youth

Required Responsibilities and Duties:

- Fulfill summer staff training requirements
- Co-facilitate the planning of icebreaker, team building and group reflection activities

- Make decisions and judgements to support the safety, wellbeing and success of students with assistance from SHI staff
- Be accessible by phone or designate someone who is accessible by phone at ALL times during the Academy, provide contact numbers to Sealaska Heritage Institute Academy coordinators
- Ensure that the students are supervised at all times
- Provide clear and consistent communication before, during and after all activity transitions
- Regularly communicate with camp and SHI staff about student progress

Other Duties:

- Responsibilities may include: talking and listening; helping to clarify activities, promoting work on homework, encouraging effective study or organization skills; playing games or sports; or working on arts projects; and leading communication on field trips

Daily Tasks

Morning:

- Wake students up **30 minutes prior** to running.
- Designate group laundry day and inform the group of students.
- Make sure the common space is clean prior to leaving the dormitory.
- Have students form a line:

Gather a headcount.

Remind students to bring items necessary for the day.

Afternoon:

- Make sure Atnané Hít classrooms are clean prior to leaving for the day.
- Have students form a line:

Gather a headcount.

Evening:

- Conduct suite and room inspections:



- Rooms must be cleaned.
- Windows MUST be closed.
- Students should be reminded to keep inside voices.
- Common areas need to be cleaned prior to lights out.
- Encourage students to go to their rooms **10 minutes prior** to lights out.

Class / Activity Time:

There will always be at least one chaperone present in each activity group during classes/ activities. Our program instructors will lead and be responsible for the presentation of class materials, information, and activities. While chaperones are encouraged to participate and be engaged, **it is important that chaperones allow the students to be responsible for their own learning.** At no time should chaperones contradict a program instructor in front of students. If need be, please find the time to talk with the program instructor or program director, Crystal Cudworth. Please assist, as requested by the program instructor, with the resolution of disciplinary issues.

Meal Time:

Supervision during meals is extremely important for the group to have a positive experience in our dining hall. Chaperones are not required to sit at tables with students, but it is important to keep an eye on the group. Chaperones can help by modeling and enforcing dining hall rules. It is very important that chaperones help keep students seated at their table until after the meal has concluded, any group announcements have been made, and the group has been dismissed.

To Apply:

Please email a copy of your resume and three references to Jay Zeller at jay.zeller@sealaska.com

