

2024 CDC JOB DESCRIPTION: ARCHERY/TARGET SPORTS

Overall Objective(s):

- Supervise, conduct activities and maintain a safe environment at the Range
- Ensure health, wellness and safety of campers and staff during Camp Sessions.
- Develop, implement, and evaluate program in accordance to ACA Standards
- Create an inviting and safe atmosphere during the camp rotations

ESSENTIAL FUNCTIONS

- Required:
 - Preferred 2 years of camp experience, however if you have a archery and/or BB guns background, prior experience will be accepted
 - One 8 hour day of Archery/Target Sports training
 - Keep copies of certifications on file
 - Attend Archery/Target Sports Training Day, Staff Training Day and the entire camp session
- Preferred:
 - Presentation Skills
 - 1 year of shooting Archery/Guns
 - At least 20 years of age
- Additional:
 - Ability and commitment to being a part of the TS Team
 - Demonstrates flexibility, ability to prioritize, and to problem solve
 - Ability to communicate and train staff and campers in the safety regulation and emergency procedures
 - Visual and auditory ability to identify and respond to environmental; and other hazards related to the waterfront
 - Ability to communicate and work with groups participating (age and skill levels) and provide instruction to campers and/or staff
 - Physical strength to perform all responsibilities
 - Abilities to observe camper behavior, assess it appropriateness, enforces appropriate safety regulations and emergency procedures, and apply appropriate behavior –management techniques
 - Cognitive and communication abilities to plan and conduct the activity to achieve camper development objectives.

Reporting Structure:

- Reports to Target Sports Director
- Responsible to Program Director

Specific Responsibilities

1. Supervisory:
 - a. Review Target Sports equipment for safety and readiness
 - b. Coordinate with on duty medical staff regarding emergency procedures
 - i. aware of special needs of campers at the Range
 - c. Participate in on-site training
 - i. To ensure staff has through knowledge and application of surveillance and safety techniques
 - ii. Has an understanding of onsite policies, procedures and rules
 - d. Participate in Target Sports orientation the first day of each camp session
 - e. Organize and execute activity rotations
 - f. Fill out a written/online evaluation on all co-counselors at the end of each camp session
 - g. Assist in evaluating the entire camp program with suggestions for the following year
 - h. Inform Target Sports and Program Director of any camper or staff problems
2. Maintains and reports on equipment and facility and needs.
 - Inform Target Sports and Program Director of any equipment problems
 - These are not the only duties to be performed. Some duties may be assigned and other duties may be assigned as required
 - Be flexible and communicate changes in weather conditions, ocean conditions, physical conditions.

Training Requirements:

1. One 8 hour day of Archery/Target Sports training (*in addition to Staff Day*)
 - a. Archery/BB Gun range (4 hours each activity)
 - i. It will review operations, safety, and shooting protocols of each activity
 - b. In your camp application, you will be required to choose to work on either the Archery or BB Guns side of the Range, however, you will be trained on both as your actual assignment may vary**
2. Be prompt
3. Build session and team chemistry
4. Bring camp spirit and have fun