**Archery Instructor (Seasonal Summer 2024)**

**POSITION SUMMARY:** *The Agassiz Village Archery Instructor* facilitates full-day programs for youth ages 8-17. This role is responsible for planning archery curriculum and flow of the day, set up and break down of the course, facilitating students, and maintaining safety.  The ideal candidate will be skilled in facilitation and working with a variety of students and ages. Instructors work closely with the Director of Youth Development and Experience to ensure a service vision for Agassiz Village Summer Camp Program. Class size varies but typically the instructor will have 12 students per hour several times throughout the day. Training and certification provided for the archery instructor.

**Responsibilities and Key Functions:**

1. Formulate, plan, and lead safe, age appropriate, and enriching archery activities and related activities.
2. Deliver progressive archery program activities so youth are making strides toward achieving goals related to archery.
3. Take every opportunity to teach campers social and emotional skills such as relationship building, perseverance, self-reflection, goal setting and more as you encourage each camper to recognize what they are capable of through mentorship and daily conversations with youth.
4. Be creative in displaying and/or highlighting camper success on the archery course, celebrating successes and achievements.
5. Evaluate the success of the archery programs and the development of the campers’ abilities and skills in archery.
6. Ensure campers and staff follow all safety procedures for archery activities.
7. Conduct daily check of program area and equipment for safety, cleanliness, and good repair in compliance with American Camp Association (ACA) standards.
8. Assist in the management and care of the physical facilities and equipment.
9. Maintain the archery course equipment and elements.
10. Clean archery course area daily keeping it free of hazards and debris.
11. Participate enthusiastically in all camp activities, planning, and leading those as assigned including weekend and evening activities.
12. Participate as a member of the camp staff team to deliver and supervise evening programs, special events, overnight, and other all-camp activities and camp functions. ­
13. All other duties as may be assigned by the Director of Youth Development and Experience.
14. Submit orders for equipment and supplies when needed, with approval of supervisor, ensuring timely arrival of materials.
15. Complete daily camper logs thus keeping records on participant’s progress - help them progress from beginner to advanced levels.
16. Follow the schedule, beginning and ending each activity on time.
17. Act in the capacity of a Cabin Counselor when not instructing, assisting counselors in their cabin, and at evening activities and mealtimes.
18. Rotate with other staff, monitoring village after lights out - “on duty.”
19. Perform an end of the season program evaluation and make recommendations for equipment, supplies, and program for following season.
20. Accept direction, feedback from supervisors, and follow through appropriately.
21. Act as a responsible member of the camp community both in and outside of the camp environment during periods of employment.
22. Participate in staff and other meetings, such as in-service training and staff development and orientation activities.
23. Perform all other duties as assigned.

**Qualifications:**

* Ability to communicate and work with groups participating (age and skill levels) and provide necessary instruction to campers and staff. ­
* Ability to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques. ­
* Visual and auditory ability to identify and respond to environmental and other hazards related to the activity. ­
* Must be able to assist campers in an emergency (fire, evacuation, illness, or injury) and possess strength and endurance required to maintain constant supervision of campers.
* Some physical requirements of the archery instructor position could be endurance including standing, some bending, stooping, and stretching. Requires eye-hand coordination and manual dexterity to manipulate equipment and activities.
* Requires normal range of hearing and eyesight to record, prepare, and communicate appropriate camper activities/programs and the ability to lift up to 50 lbs.
* Willingness to live in a camp setting and work irregular hours delivering program in the facility available.
* Operate with daily exposure to the sun and heat and varying environmental conditions.

**Who We’re Looking For:**

We are looking to recruit a team of people whose strengths, skills, and backgrounds are as diverse as those of our campers. We are keen to have people join our team who are:

* Committed to consistent learning and growth.
* Team players, willing to help in all areas
* Organized
* Strong communicators
* Competent and creative problem solvers.
* Passionate
* Energetic and silly
* Kind and compassionate
* Flexible and able to adapt quickly
* Able to stay calm in high-pressure situations.
* Able to work LONG and challenging days

**Contract Dates:** June 14, 2024 – August 9, 2024. This position is required to live on site at 71 Agassiz Village Ln. Poland, ME 04274

**Salary:** $2,000 for the full length of the contract. Included with your salary:

* Accommodation is provided for the full contract. You will be living with the assistant village leader and the social and emotional intern.
* Food is provided for the full contract.

**Designated Supervisor:** Director of Youth Development and Experience

**About Agassiz Village:**

Agassiz Village is a nonprofit youth development organization whose mission is to “prepare youth for life’s journey.” Through our exceptional summer camp experience and year-long programming, youth develop and practice critical leadership and life-shaping skills that positively impact their futures. For 88 years, children from under-resourced communities in New England have come to our 330-acre lakefront overnight camp in Poland, Maine to experience unique learning opportunities, be challenged to discover interests, uncover new skills, make lifetime friendships, and connect with inspiring mentors. In addition, teens in our year-round program are supported to graduate high-school and prepare to be career/college ready.

**Our Staff Culture:** We work hard to establish a collaborative and positive community where we treat one another with kindness, understanding, and give one another the benefit of the doubt. We celebrate new ideas, encourage making mistakes and trying again, and emphasize effort rather than perfection. At Agassiz Village, performing well at your job means also contributing positively to our team and environment. We teach our campers how to be compassionate, how to build connections, help them to build their confidence, and help them to bounce back when things don’t go their way. That means that we need to be strong role models of these qualities as well. Most of all, we emphasize constant growth and improvement and are always striving to find a better way to do what we do.