

Berkeley Residential Camps Summer 2022 Staff Positions



Berkeley Tuolumne Camp Description:

Berkeley Tuolumne Camp, located in Groveland, CA near Yosemite National Park, is a Camp operated by the City of Berkeley since 1922. The Camp was destroyed by the Rim Fire in 2013, but is currently under construction and scheduled to reopen next year in Summer 2022. Tuolumne Camp is a brand new, fully ADA accessible camp. Tuolumne will have state of the art Kitchen, Recreation, Kiddie Kamp, and Nature Center facilities where we provide Family Camp programming all summer long. A new generation of diverse Berkeley families are eager to make Tuolumne their summer vacation destination to enjoy the beautiful scenery, swim, fish, hike, practice archery, and make memories for many years to come.

Berkeley Echo Lake Camp Description:

Berkeley Echo Lake Camp sits on top of a 7400 ft. Sierra Nevada ridge, which overlooks the Tahoe Basin. Camp is located 15 minutes away from South Lake Tahoe. Echo Lake Camp is approximately a 3-hour drive from Berkeley. Campers stay in rustic tent cabins and enjoy a variety of delicious meals each day included in their stay, along with hiking, canoeing, sports, arts and crafts and special evening activities. We provide 5-6-day Youth Camp sessions July – August that include swimming, all day hikes to upper echo, dancing in the moonlight, campfires & s'mores, capture the flag, sports tournaments, and so much more

So, Apply Today! Berkeley Tuolumne Camp & Echo Lake Camp positions

- Complete **REQUIRED:** [Berkeley Recreation Employment Application](#)
- Complete **REQUIRED:** [Berkeley Residential Camps Supplemental Questionnaire](#)

Echo Lake Camp General Staff Requirements

- **Background Check / Fingerprinting:** California state law requires that all recreation employees and volunteers having direct contact, supervisory or disciplinary authority over minors be fingerprinted as a condition of employment. Candidates under serious consideration for hire will be referred for fingerprinting. Candidates recommended for hire who will have cash handling responsibilities will be required to undergo additional background check requirements.
- **Negative TB Test Result:** Candidates under serious consideration must provide proof of a recent negative Tuberculosis test prior to employment.
- **Identification:** Federal law requires that prior to employment, applicants must furnish proof of identity and eligibility for employment in the United States. Proof may be furnished by various documents. A Social Security Card (original) is required. Other documents may include a birth certificate, driver's license/CA I.D., passport, etc.
- **CPR/ First Aid/ AED certification:** All Echo Lake Camp counselor staff must be in possession of a current CPR/ First Aid/ AED certification from the American Heart Association or other nationally recognized certification provider.
- **State of CA Food Handler's Certification (Serve-Safe):** All staff members with Food Handling responsibilities must possess a valid Safe Food Handler's Certification, according to California state law.
- **Minimum Age Requirement:** The State of California requires any staff working as Camp Counselors to be at least 18 years of age OR a high school graduate.
- **Mandatory COVID-19 Vaccine Policy:** As a condition of employment, all newly-hired or re-hired employees must be fully vaccinated and must report their vaccination status to the City of Berkeley before their first day of employment. The City may condition an offer of employment upon proof of full vaccination and the candidate's satisfaction of the City's vaccine reporting requirement or upon the employee's notification that they require a reasonable accommodation that prevents them from becoming fully vaccinated based upon medical necessity or religious belief and the City's confirmation that it can accommodate the candidate without undue hardship to the City.

CAMP STAFF SUPERVISORS

Activities Camp Staff Supervisor

Season: Approximately June 1 – August 28, 2022
Extended Contracts through September, 2022 available.

Pay Rate: \$99.09 - \$143.13 / Day + Meals & Lodging

The Activities Camp Staff Supervisor is responsible for overseeing all daily activities and programs taking

place at Tuolumne and Echo Lake Camp, including the Family Camp, Youth Camp, Specialty Weekends, and Private Group Rental Programs. During Family Camp, the Activities CSS will supervise the department, dropping in and out of activities as needed to assist the Camp Staff Leaders and Members. They will be in charge of creating and distributing the weekly schedule for Activities Staff and leading the weekly Activities meeting. At Echo Lake, the Activities CSS will be responsible for complete oversight of the Youth Camp program. This position will supervise two to three (2-3) Camp Staff Leaders, eight to fourteen (8-14) Camp Staff Members, and eight (8) Counselor Support Staff (Echo Lake Only).

Desired Qualifications and skills:

- Completed coursework in education, recreation management, hospitality management, or related field.
- Current Lifeguard Certification
- ACCT Level 1 Facilitator Certification
- Wilderness First Aid
- Strong experience with recreation scheduling and program delivery
- Experience leading team building and group initiatives
- Strong experience supervising youth residential camps

Meal Services Camp Staff Supervisor

Season: Approximately June 1 – August 28, 2022
Extended Contracts through September, 2022 available.

Pay Rate: \$99.09 - \$143.13 / Day + Meals & Lodging

The Food Service Camp Staff Supervisor is responsible for providing well-balanced, appetizing, and healthy meal options for our campers and staff. The Echo Lake Camp Commercial Kitchen produces more than 400 meals each day, while the Tuolumne Camp Commercial Kitchen will produce approximately 750 meals each day throughout our 90+ day season. This person will be both a front-line customer service leader, handling frequent interactions with campers and staff on a daily basis to ensure camper satisfaction, as well as an operations manager, with an understanding of mass-production commercial kitchen operations. This position requires an understanding of recreation programming, inventory ordering and reporting, safe food handling techniques, food preparation, and customer service skills. This person will supervise two (2) CSL - Foodservice Leaders, three to six (3-6) CSM – Food Service Assistants, and six to eleven (11) Food Service Camp Staff Members.

Desired Qualifications:

- Current CA Serve-Safe Managers Certification
- Strong background with staff scheduling and supervision
- Strong emphasis on health & safety in the workplace.
- Bulk Food Service ordering experience
- At least three years' experience working in a commercial kitchen.
- Education or completed coursework in restaurant services, food service, hospitality management, culinary arts, or other related fields.

Operations and Administration Camp Staff Supervisor

Season: Approximately June 1 – August 28, 2022
Extended Contracts through September, 2022 available.

Pay Rate: \$99.09 - \$143.13 / Day + Meals & Lodging

The Administrative Camp Staff Supervisor is responsible for overseeing daily operations of the Office, Maintenance Staff, CIT Coordinator, and Camp Store (Tuolumne only). This position will require oversight of multiple aspects of camp programming, as well as responsibility for City of Berkeley Cash Handling procedures, processing invoices, completing daily deposits, and regularly communicating with the City of Berkeley camps office to ensure smooth operations. This role requires an excellent understanding of all camp operations, customer service, and cash handling. This position will supervise three Camp Staff Leaders (Office Manager, Maintenance Supervisor, and CIT Coordinator), as well as three Maintenance Camp Staff Members.

Desired Qualifications and skills:

- Education or completed coursework in recreation management, hospitality management, business, or related field.
- Staff management and scheduling experience
- Cash Handling experience
- Excellent Customer Service Skills.
- Experience leading team building and group initiatives
- Strong experience supervising youth residential camps

CAMP STAFF LEADERS

Aquatics Camp Staff Leader

Season: Approximately June 5 – August 28, 2022. Extended Contracts through September, 2022 available.

Pay Rate: \$72.44 - \$97.15 / Day + Meals & lodging

This position will focus on facilitating high risk activities including our on-site swimming pool/hole, off-site canoeing and aquatics programs. This person will be responsible for scheduling and training all Aquatic Staff and Lifeguards. This person will be the primary staff leader for our Youth Camp all day Lake Hike at Echo Lake. Lifeguards will directly report to the Aquatics CSL.

Required Qualifications:

- Current nationally recognized lifeguard certification, including CPR/First Aid/AED for the professional rescuer (Title 22).

Desired Qualifications:

- Lifeguard Instructor Certification
- Water Safety Instructor (WSI) Certification
- Experience with recreation scheduling and program delivery
- Working with staff and campers of all ages
- Canoeing / Kayaking / Stand-Up Paddleboard experience
- Strong understanding of Leave No Trace principles and hiking trail ethics

Recreation Camp Staff Leader

Season: Approximately June 5 – August 28, 2022. Extended Contracts through September, 2022 available.

Pay Rate: \$72.44 - \$97.15 / Day + Meals & lodging

This position will assist the Recreation Department as a whole, reporting directly to the Activities Camp Staff Supervisor. This position will be responsible for arts & crafts programs, the Family Camp Artist-In-Residence Program, many nighttime activities, supervising weekly Theme Days and special events, and ensuring the Rec Lodge is clean and organized. During Youth Camp at Echo Lake, this person will work closely with the Activities - CSS to lead the Youth Camp recreation program. This position will be responsible for scheduling and training the recreation staff.

Desired Qualifications:

- Strong background working in a child-care environment, and with children of all ages.
- Completed coursework in k-12 education, outdoor recreation, sports & recreation management, theater, or related field.

Camp Staff Leader - Dining Hall

Season: Approximately June 1 – August 28, 2022. Extended Contracts through September, 2022 available.

Pay Rate: \$72.44 - \$97.15 / Day + Meals & lodging

This position will be responsible for leading the Dining Hall department. They will be in charge of delegating Dining Hall tasks to all other Dining Hall Staff members, as well as training them in proper Dining Hall sanitation and customer service expectations. This person will also have the responsibility of

scheduling their Dining Hall staff to ensure each meal runs smoothly. This position will also be in charge of facilitating nightly Family-Style dining. In addition to focusing on this program area, they will collaborate with the Kitchen Camp Staff Leader to help facilitate food distribution. This position will report directly to the Meal Service CSS.

Desired Qualifications:

- Current CA Food Handler's Certification
- Strong background with staff scheduling and supervision
- Strong emphasis on health & safety in the workplace.
- Bulk Food Service ordering experience
- At least one-year experience working in a commercial kitchen.
- Education or completed coursework in restaurant services, food service, hospitality management, culinary arts, or other related fields.

Camp Staff Leader - Kitchen

Season: Approximately June 1 – August 28, 2022. Extended Contracts through September, 2022 available.

Pay Rate: \$72.44 - \$97.15 / Day + Meals & lodging

This position will be responsible for leading the Food Services department as a whole, with a focus on the Kitchen as a specific program area. They will be in charge of delegating food preparation tasks to all other Food Services Staff members, as well as training them in proper food production, sanitation, and food safety. In addition to focusing on this program area, they will collaborate with the Dining Hall Camp Staff Leader to help coordinate servers for meals both buffet and family style. This position will report directly to the Meal Service CSS.

Desired Qualifications:

- Current CA Food Handler's Certification
- Strong background with staff scheduling and supervision
- Strong emphasis on health & safety in the workplace.
- Bulk Food Service ordering experience
- At least one-year experience working in a commercial kitchen.
- Education or completed coursework in restaurant services, food service, hospitality management, culinary arts, or other related fields.

Camp Medical Staff

Season: Approximately June 10 – August 28, 2022.

Pay Rate: \$72.44 - \$97.15 / Day + Meals & lodging

The Echo Lake Camp Medical Staff is a unique opportunity for qualified medical professionals to join the Echo Lake and Tuolumne Camp Staff team and work at Camp throughout our Camps Programs.

The Camp Medical Staff is responsible for the Health Hut and also will be scheduled as sole Camp Medical Staff during vacancies. There will be a focus on making sure the Health Hut is Clean and Organized as needed, have weekly supply list, inventory list, and placing orders for Camp Medical Supplies, Patient Log monitoring, and general orientation and communication with Medical Staff Members.

State of CA minimum standards require the Camp Medical Staff role to typically be filled by a Medical Doctor, Nurse, Nurse Practitioner, Emergency Medical Technician, or similarly qualified medical professional. On a day-to-day basis, the Camp Medical Staff attends to the health and safety needs of Echo Lake Camp guests and staff. This position will work out of our 'Health Hut', a small facility equipped with basic medical supplies and equipment located in the center of camp. Daily tasks will vary based on the type of program taking place at Camp. During our Family Camp Sessions, The Camp Medical Staff typically attend to medical needs of campers such as minor wounds, bumps, cuts, scrapes, splinters, headaches, or other ailments as well as attending to emergency situations as they arise. The Camp Medical Staff will document interactions and regularly communicate with Camp Administrative Staff.

During our Youth Residential Camp sessions at Echo Lake, **July 5 – August 20, 2022**, The Camp Medical Staff will attend to the needs of Youth Residential Campers (ages 7-16). This may include performing head lice checks, tracking and dispensing prescription medication administration, attending to basic medical needs of campers in accordance with on file Health History and Medical Authorization forms, and addressing issues and concerns such as homesickness and bedwetting.

Desired Qualifications and skills:

- Must be either licensed as a Registered Nurse in California or possess current certification in basic life support as an Emergency Medical Technician Level I
- Must be willing to work on-call while camp is in session. When driving on City (camp) business, maintenance of a valid California driver's license and satisfactory driving record is required.
- Knowledge of:
 - a. Principles and practices of nursing and paramedical procedures, including medical terminology and clinical routines and equipment;
 - b. Principles and practices of health maintenance and illness prevention and the effect of physical, social and emotional environments on health;
 - c. Basic principles and practices of emergency medical care at the basic life support level;
 - d. Principles and techniques of history taking and patient teaching and counseling;
 - e. Illnesses associated with High elevations

Camp Staff Leader - Office

Season: Approximately June 1 – August 28, 2022. Extended Contracts through September, 2022 available.

Pay Rate: \$72.44 - \$97.15 / Day + Meals & lodging

The Office Camp Staff Leader is responsible for providing front-line support to campers as they arrive and depart from camp. With assistance from the Administrative CSS and the Camp Manager, this position will oversee all check ins/outs from Camp, and work closely with the Maintenance Staff to coordinate move ins/outs and camper request completion. Aside from working closely with all Administrative staff, the Office CSL will be responsible for delivering information to Meal Services regarding food allergies, seating requests, and altered reservations to ensure smooth operations. Above all, the Office CSL must understand all programs offered at camp, as the Office is the central hub for questions about daily activities, meals, and camp traditions. During Youth Camp at Echo Lake, the Office CSL will act as an assistant to the Camp Staff Supervisors answering phone calls, communicating with the City of Berkeley, and dropping in as needed to provide help in Meal Services and Maintenance. This person will possess excellent customer service skills. A background in hospitality management, office administration, or camp programs is strongly recommended.

Desired Qualifications and skills:

- Education or completed coursework in recreation management, hospitality management, business, or related field.
- Staff management and scheduling experience
- Cash Handling experience
- Excellent Customer Service Skills.
- Experience leading team building and group initiatives

Camp Staff Leader - Maintenance

Season: Approximately June 1 – August 28, 2022. Extended Contracts through September 1, 2022 available.

Pay Rate: \$72.44 - \$97.15 / Day + Meals & lodging

The Maintenance Camp Staff Leader supervises the 3-8 Camp Staff Members in their department, ensuring that all facilities remain clean and functional throughout the camp season. Communication with the CSL- Office is important throughout the day, as projects and cleaning schedules will be interrupted by move ins/outs. This position is in charge of overseeing that customer satisfaction and safety at camp is of the utmost importance. This position will supervise the cleanliness of all restrooms, showers, maintenance supply closets, daily ground detail, as well as coordinating cleaning rotations. This position is responsible for making sure the camp facilities, restrooms, grounds, and basic maintenance remain in high standard.

Desired Qualifications:

- Strong Background in Cleaning, Deep cleaning facilities
- A good working knowledge of sanitation and plumbing, general carpentry, and facilities maintenance.
- Understanding of Camp Facility health and safety principles and sanitation practices.
- Education or completed coursework in facility management, sanitation, hospitality management, or related field.
- An excellent work ethic
- A positive, friendly demeanor with a keen sense of customer service
- Adept at systems thinking and problem solving.

Camp Staff Leader - Counselor-in-Training (CIT) Coordinator

Season: Approximately June 1 – August 28, 2022. Extended Contracts through September, 2022 available.

Pay Rate: \$72.44 - \$97.15 / Day + Meals & lodging

Benefits: Room and Board Provided

(8-10) Total CIT Sessions

The CIT Coordinator is in charge of the oversight and implementation of eight to ten (8-10) CIT session programs and procedures throughout the summer. The CIT Coordinator will be directly responsible for the supervision of all the CIT's during Family Camp and Youth Camp Sessions (Echo Lake Only). For summer 2022, there are (3), Seven-day Family Camp CIT Sessions, (1) Five-day Youth Camp CIT session, and (6) Six-day Youth Camp CIT Sessions at Echo Lake. At Tuolumne, there are (8) Seven-day Family Camp CIT Sessions. During the Family Camp Sessions, each session will offer leadership development, environmental education, and workplace skill building opportunities for each CIT. The CIT Coordinator will also have to demonstrate and develop an internal curriculum for weekly schedules, session themes, special activities, and leadership training. The CIT Coordinator is responsible for developing curriculum for the (7) Day Family Camp CIT Sessions and (7) Sessions of CIT Youth Camp (at Echo Lake).

The CIT Coordinator will act as a coach/mentor for the Teens as they progress throughout our session program. CIT Coordinator is responsible for the oversight of CIT's daily schedules, their activities, and their downtime. During Family Camp this position will be responsible for leading all team-building activities, coordinating with each department to find suitable training times for each CIT, and evaluating each CIT at the end of their session to give them feedback on their progress. During Youth Camp at Echo Lake, this person will be responsible for checking in with CITs in their specific cabins and communicating with their Cabin Counselor to keep up to date with their performance. The CIT Coordinator will ensure that there are daily check-ins with the CIT's in their cabin groups, mid-week assessments and feedback, and direct supervision during CIT Youth Camp Sessions. This position reports directly to the CSS- Admin.

Desired Qualifications and skills:

- Education or completed coursework in education, recreation management, or related fields.

- ACCT Level 1 Facilitator Certification or Higher
- Experience leading team building and group initiatives – Specifically with 10-12 graders
- Strong background and experience working with teenagers age 10-12 graders
- Knowledgeable in Department duties in Admin, Recreation, and Food Service
- Experienced in Working one-on-one with Teens
- Experience in Curriculum Development and Scheduling
- Experienced in Program Development for Teen Programs
- An Excellent Work Ethic
- Adapt to Critical Thinking and Problem Solving
- Effective Communication Skills
- Experience in leading Team Building Activities and Group Initiatives

Camp Staff Leader – Store - Tuolumne Only

Season: Approximately June 1 – August 28, 2022. Extended Contracts through September, 2022 available.

Pay Rate: \$72.44 - \$97.15 / Day + Meals & lodging

Benefits: Room and Board Provided

The Store Camp Staff Leader will be responsible for all of the operations of the Camp Store. This person will run the store during all of its open hours, take inventory of the items, and order new items when supplies are low. Additionally, the Store Leader will be responsible for setting up a volunteer program where young campers can come and help assist in the store during open hours. This person will also have responsibility of the City of Berkeley's Cash Handling Procedures.

Desired Qualifications and Skills:

- Cash Handling experience
- Excellent Customer Service Skills.

Camp Staff Leader- Nature Center - Tuolumne Only

Season: Approximately June 1 – August 28, 2022. Extended Contracts through September, 2022 available.

Pay Rate: \$72.44 - \$97.15 / Day + Meals & lodging

Benefits: Room and Board Provided

The Nature Center Camp Staff Leader will promote and encourage education, understanding, and appreciation for the natural environment. They will focus on coordinating scheduled activities for the Nature Center, and be responsible for organizing the Tuolumne Ranger program, scheduling supervised all-day hikes for campers of all ages, and be a resource for all Nature Center Staff on how to run nature-themed arts and crafts sessions. This person will report directly to the CSS-Activities, and be responsible for updating Staff to any changes to the program during weekly meetings. The Nature Center Staff will be responsible for facilitating nature-based activities such as star gazing night hikes, nature crafts, art-in-the-environment group activities, and camper led weather announcements.

Desired Qualifications and Skills:

- Completed coursework in environmental education, biology, forest ecology, education, or outdoor recreation preferred.
- Wilderness backpacking experience.
- Strong desire to share the natural world with campers of all ages
- Wilderness First Aid or First Responder (WFA/WFR) certified
- Previous experience working with campers of all ages in a camp-like setting.

Camp Staff Leader- Kiddie Kamp - Tuolumne Only

Season: Approximately June 1 – August 28, 2022. Extended Contracts through September, 2022 available.

Pay Rate: \$72.44 - \$97.15 / Day + Meals & lodging

Benefits: Room and Board Provided

The Kiddie Kamp Camp Staff Leader will focus on developing and overseeing Kiddie Kamp. Kiddie Kamp caters to 2 to 5-year-old campers in a daycare setting, allowing parents to have some alone time during specific hours of the day. This position will be responsible for scheduling Kiddie Kamp staff members, ordering snacks and supplies, supervising improvement projects, keeping the area of Kiddie Kamp clean throughout the summer, and training Kiddie Kamp Staff on how to run a successful Kiddie Kamp session. This person will report to the CSS– Activities, and be responsible for providing updates to the rest of the Kiddie Kamp Staff about the status of Kiddie Kamp throughout the summer. It is strongly recommended that this person has previous experience working in Kiddie Kamp or specific work experience supervising 2 to 5-year-olds.

Desired Qualifications and Skills:

- Strong background working in a child-care environment with youth of all ages.
- Completed coursework in k-12 education, outdoor recreation, sports & recreation management, theater, or related field.

CAMP STAFF MEMBERS

Nature Center Camp Staff Members

Season: Approximately June 5 – August 20, 2022. Extended contracts available.

Pay Rate: \$56.84 - \$72.44 / Day + Meals & Lodging

The Nature Center Staff will promote and encourage education, understanding, and appreciation for the natural environment. They will focus on running scheduled activities for the Nature Center, and be responsible for facilitating the Echo Lake Pioneer program and Tuolumne Ranger program, leading supervised all-day hikes for campers of all ages, and being a resource for all campers on how to connect with nature at camp. During Youth Camp at Echo, the Nature Center Staff will be responsible for facilitating nature-based activities such as star gazing night hikes, nature crafts, and art-in-the-environment group activities.

Desired Qualifications:

- Completed coursework in environmental education, biology, forest ecology, education, or outdoor recreation preferred.
- Wilderness backpacking experience.
- Strong desire to share the natural world with campers of all ages
- Wilderness First Aid or First Responder (WFA/WFR) certified
- Previous experience working with campers of all ages in a camp-like setting.

Aquatics Camp Staff Members

Season: Approximately June 5 – August 20, 2022. Extended contracts available.

Pay Rate: \$56.84 - \$72.44 / Day + 5% on lifeguard days, + Meals & Lodging

In addition to regular staff duties, certified lifeguards are responsible for providing a safe and fun aquatic experience for our campers. Lifeguards are responsible for providing surveillance and injury prevention strategies, maintaining and securing aquatic facilities and equipment, and when necessary, appropriately responding in emergency situations, providing standard lifeguard care until additional responders arrive. Lifeguard duties include swim tests for youth campers at Echo Lake, canoe trips at Echo Lake, swimming pool/hole guarding, lake guarding at Echo Lake, supervision of aquatic based games and activities, injury reporting, basic pool maintenance, and other duties as assigned. During our seven-week residential Youth Camp program at Echo Lake, this role may serve as a Cabin Counselor as needed, or assist Cabin Counselors by sleeping in cabins with youth campers.

Required Qualifications:

- Current nationally recognized lifeguard certification, including CPR/First Aid/AED for the professional rescuer (Title 22).

Desired Qualifications:

- Lifeguard Instructor Certification
- Water Safety Instructor (WSI) Certification
- Experience working with swimmers of all ages and abilities

- Canoeing / Kayaking / Stand-Up Paddleboard experience

Kiddie Kamp Camp Staff Members

Season: Approximately June 5 – August 20, 2022. Extended contracts available.

Pay Rate: \$56.84 - \$72.44 / Day + Meals & Lodging

Kiddie Kamp caters to 2 to 5-year-old campers in a daycare setting, allowing parents to have some alone time during specific hours of the day. Kiddie Kamp is open for 3 sessions daily apart from Theme Days on Thursday. It is the Kiddie Kamp Staff's job to supervise and care for the children during each Kiddie Kamp session. Kiddie Kamp is pretty much a self-directed time for the kids but it is important for the Kiddie Kamp Staff to prepare age appropriate arts & crafts, story time and snack time for the kids. It is recommended that Kiddie Kamp Staff have previous experience supervising 2 to 5-year-olds.

Desired Qualifications:

- Strong background working in a child-care environment with youth of all ages.
- Completed coursework in k-12 education, outdoor recreation, sports & recreation management, theater, or related field.

Recreation Camp Staff Members

Season: Approximately June 5 – August 20, 2022. Extended contracts available.

Pay Rate: \$56.84 - \$72.44 / Day + Meals & Lodging

During Family Camp, Activities Camp Staff Members will assist in the general goings-on at camp, specifically running activities such as Arts and Crafts, Archery, Kiddie Kamp, Children's Hour, tournaments, nighttime activities and more — providing an enriching experience for campers of all ages. During Youth Camp at Echo Lake, these positions will be responsible for supervising a cabin of children for one (1) Five-day session and six (6) six-day sessions, while helping supervisors run daily activities.

Desired Qualifications:

- Background working with campers of all ages in a camp like setting
- Completed coursework in education, outdoor recreation, theater, or related field.
- Experience with arts & crafts, archery, canoeing, or other camp activity areas is a plus.

Cabin Counselors (Half-Summer Position) - Echo Lake Only

Season: July 5 – August 20, 2022. Some training provided prior to July 5th. Extended contracts available.

Pay Rate: \$56.84 - \$72.44 / Day + Meals & Lodging

Cabin Counselors are responsible for supervising cabins of 8-12 campers in a specific age group during Youth Camp at Echo Lake. Cabin Counselors will provide an enriching experience for their campers, working with their specific cabins and helping lead free time activities with all campers throughout the session. Above all, Cabin Counselors' main concern is to provide a fun, safe experience for their campers. Youth Camp consists of one (1) Five-day session and Six (6) Six-day sessions, July 5 – August 20, 2022. Some Camp Staff serving in other roles during our summer season will transition to become Cabin Counselors during our residential youth camp program.

Desired Qualifications:

- Background working with campers of all ages in a camp like setting
- Completed coursework in education, outdoor recreation, theater, or related field.
- Experience with arts & crafts, archery, canoeing, or other camp activity areas is a plus.

Youth Camp Support Staff (Half-Summer Position) - Echo Lake Only

Season: July 5 – August 20, 2022. Some training provided prior to July 5th. Extended contracts available.

Pay Rate: \$56.84 - \$72.44 / Day + Meals & Lodging

The Camp Support Staff are responsible for cabin supervision during Echo Lake Camp Youth Camp Sessions. July 5 – August 20, 2022. Youth Camp Support Staff will be scheduled to support Youth Camp

cabin counselors throughout each session of camp. Cabin Counseling is a demanding job, and this role will be assigned to support counselors, fill in during counselor break and rest periods, and be present for camper check-in and check-out at the beginning and end of sessions.

Youth Camp Support Staff will support designated Cabin Counselors during scheduled break times, co-facilitating activities, ensuring that campers are safe and having fun. Youth Camp Support Staff will be responsible for supervising youth ages 7-14 during youth camp programs to provide adequate supervision coverage as well as provide camper supervision on Sunday transitional days prior to camper pick up. Youth Camp Support Staff will have the opportunity to lead cabin groups and fulfill responsibilities of a Cabin Counselor while Youth Camps are in session. Counselor Support Staff may also be scheduled to assist in the following departments:

- **Recreation Department:**
 - Supporting Cabin Counselors in supervising campers during free time
 - Assisting with activity rotations
 - Assisting with evening activities
- **Mait-Dawgs:**
 - Assisting with cleaning rotations
 - Assisting in Cleaning and Disinfecting
 - Assisting with project hours
 - Occasional office coverage
- **Food Service:**
 - With a Servsafe certification, Counselor Support Staff can assist with meals in the kitchen
 - Help with cleaning task in the dining hall and kitchen
 - Help with dining hall Supervision with campers and serve food to campers during meals

Desired Qualifications:

- Background working with campers of all ages in a camp like setting
- Completed coursework in education, outdoor recreation, theater, or related field.
- Experience with arts & crafts, archery, canoeing, or other camp activity areas is a plus.

Meal Service Assistants

Season: Approximately June 5 – August 20, 2022. Extended contracts available.

Pay Rate: \$56.84 - \$72.44 / Day + Meals & Lodging

This position is responsible for assisting the Food Service CSL's in completing the more complex tasks during the meal, as well as assisting Camp Staff Members with basic food preparation. Meal Service Assistants are responsible for daily upkeep of specific areas of the kitchen and/or dining hall, and will report directly to the CSL –Kitchen. Examples of these day to day tasks include: deep cleaning kitchen appliances, baking desserts, supervising production of food for campers with dietary restrictions, etc. It is expected that the Meal Service Assistants maintain the cleanliness of the Kitchen and Dining hall daily to ensure a safe and clean working environment for staff and a presentable Dining hall for guest/campers. A current California Food Handler's Permit (Serve-Safe Certification) is required.

Desired Qualifications:

- Current CA Food Handler's Certification
- Bulk Food preparation experience

Meal Staff

Season: Approximately June 5 – August 20, 2022. Extended contracts available.

Pay Rate: \$56.84 - \$72.44 / Day + Meals & Lodging

The Meal Staff is directly responsible for the preparation and service of meals at camp. This position will report to the active supervisor for two meals per day in order to assist them in preparing and serving meals. Camp Staff Members in this position should be able to manage time efficiently, be willing to learn new skills on the fly, and take direction. Their main responsibilities during these meals can range from prep work, kitchen maintenance, serving, and dish washing. At Echo Lake, our meal staff will also be

responsible for dining hall maintenance, whereas at Tuolumne there will be a specific dining hall staff. A current California Food Handler's Permit (Serve-Safe Certification) is required. During our seven-week residential Youth Camp program at Echo Lake, this role may serve as a Cabin Counselor as needed.

Desired Qualifications:

- Current CA Food Handler's Certification
- Previous bulk food preparation or commercial kitchen experience

Dining Hall Staff - Tuolumne Only

Season: Approximately June 5 – August 20, 2022. Extended contracts available.

Pay Rate: \$56.84 - \$72.44 / Day + Meals & Lodging

The Dining Hall Staff is directly responsible for distribution and service of meals at camp. This position will report directly to the Dining Hall CSL for all three meals a day in order to ensure adequate meal service to our campers. Camp Staff Members will be trained in proper Dining Hall sanitation and customer service expectations. A current California Food Handler's Permit (Serve-Safe Certification) is required.

Desired Qualifications:

- Current CA Food Handler's Certification
- Previous customer service or food handling experience

Camp Staff – Mait-Dawgs

Season Approximately June 5 – August 20, 2022. Extended contracts available.

Pay Rate: \$56.84 - \$72.44 / Day + Meals & Lodging

Maintenance Camp Staff Members are responsible for day to day upkeep of camp facilities, as well as collaborating with the office staff during the check-in/out process. At Echo Lake and Tuolumne, we provide move in/out services for all families during Family Camp, and the Maintenance Staff is responsible for carrying all baggage to and from campers' cars. Throughout the season, maintenance staff will be directly responsible for the smooth operation of the facility, including: daily cleanings of bathrooms, showers, and other shared use areas; basic camp improvement projects organized by the Maintenance Supervisor; and daily trash collection and grounds pick-up. During our three-week residential Youth Camp program at Echo Lake, this role may serve as a Cabin Counselor as needed.

Desired Qualifications:

- Excellent customer service skills
- Prior experience with sanitation or janitorial duties
- Interest or experience with general facilities maintenance including plumbing, carpentry, or other trade skills.

DC Pompey
City of Berkeley
Camp Manager
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