



IRON COUNTY SUMMER YOUTH CAMP (ICSYC)

Job Description Form

Location	North Lakeland Discovery Center		
Job Title	Program Director (Photographer)		
Reports to	Camp Director	<i>Iron County 4-H Youth Development Educator</i>	
Level/Grade	8-12	Type of position:	This position is an intense experience that requires your full commitment for one week out of the summer. As well as 20 hours of training. Trainings are mandatory. Failure to attend may result in you being replaced with an alternate, or make up work can be assigned.
		<input type="checkbox"/> Full-time	
		<input checked="" type="checkbox"/> Part-time	

GENERAL DESCRIPTION

To further the mission of the camp through the development of promotional materials and upkeep of camp social media sites in an effort to keep parents informed about the activities their children are participating in at camp. Iron County Summer Youth Camp is open to all youth regardless of race, gender, disability or, sexual orientation. It is the responsibility of everyone at camp to create a welcoming and inclusive environment.

SPECIFIC POSITIONS REQUIREMENTS

- Documentation of camp programs
 - Document through photos the day-to-day happenings at Iron County Summer Youth Camp.
 - Create promotional video set to appropriate music that will be used throughout the year for camp promotion.
 - Work with fellow photographers to assure that all aspects of camp are being documented throughout the week.
 - Assure that all aspects of camp are being documented including volunteers, campers and staff.
- Assist in the management and care of the physical facilities and photography equipment.
 - Maintain the photography equipment, including camera, laptop, flash drives, etc.
 - Ensure the security of the photography equipment and supplies, including clear inventory and planning for replacement of supplies in a timely manner.
 - Conduct a daily check of the equipment for safety, cleanliness, and good repair.
 - Assure that equipment is charged and ready for following day of camp.
 - Organize camp photos so that examples can be found easily.

ADDITIONAL CAMP RESPONSIBILITIES

University of Wisconsin, United States Department of Agriculture and Wisconsin counties cooperating. An Equal Opportunity/Affirmative Action employer, the University of Wisconsin-Extension provides equal opportunities in employment and programming including ADA and Title IX requirements



- Participate enthusiastically in all camp activities, planning and leading those as assigned.
- Participate as a member of the camp staff team to deliver and supervise evening programs, special events, overnights, and other all-camp activities and camp functions.
- Assist in the planning of any special events especially in the areas of decorations and costumes.
- 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.
- Ability to observe staff behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate management techniques.
- Visual and auditory ability to identify and respond to environmental and other hazards related to the activity.
- Physical ability to respond appropriately to situations requiring first aid. 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.

REVIEWED BY Neil Klemme

Title: 4-H Youth Development Educator

APPROVED BY

DATE POSTED April 11, 2017

DATE HIRED