

**Position Description: Teacher/Camp Counselor**

**Reports too: Camp Manager Job Status: Temporary, Summer**

**ABOUT SEEDS AND ITS MISSION**

SEEDS is a nonprofit organization with a 2-acre urban garden and kitchen classroom. We develop the capacity of young people through growing, cooking and sharing food. The SEEDS building, constructed in 2014, holds kitchen and a multipurpose room with communal tables where the young people share meals they use making food they grow in the garden. Outdoors, there are two acres of land with a classroom pavilion, outdoor cooking spaces, a greenhouse, a chicken coop, bees, a pond, environmental education exhibits and multiple areas for growing edible plants and other helpful plants. Developing the capacity of young people includes responsibility, teamwork, leadership, environmental stewardship, equity, community, problem solving and experiential learning. The seeds-to-feast, whole-child educational programming incorporates growing, cooking and sharing food to achieve these outcomes where young people will develop the skills become resourceful and confident individuals with the capacity and commitment to be future leaders in their workplaces, their families and their communities.

**About the Summer Camp Teacher/Camp Counselor:**

The Lead Teacher works with the summer camp staff at SEEDS. A strong relationship between the Teacher/Counselor, the Camp Manager, and Camp Volunteers is vital to the success of the position. The Lead Teacher is expected to contribute to a working environment that is friendly, respectful, open and honest. The Lead Teacher will be responsible for creating age-appropriate lessons within a defined curriculum area of garden and/or kitchen for each day of camp. Summer staff work together to share ideas and to develop joint projects and activities. Within the group, each member is responsible for providing quality care for children and in communicating with families.

**Positions Supervised:** Summer Camp Volunteer Counselors and Interns

**Primary Responsibilities:**

**Summer Camp Program Planning:**

* Prepare detailed lesson plans for each week summer session with an appropriate balance of independent and teacher directed activities, a broad range of experiences, and frequent opportunities for children to make choices about what they do.
* Assure that materials and equipment are available to support planned activities.

**Educational Activities:**

* Assist in all aspects of program planning, implementation, within the guidelines set by Summer Camp Manager.
* Teach daily lessons to campers

**Physical Environment:**

* Assist the teaching team in creating a physical space that maximize the values and mission of SEEDS.
* Assist in creating learning spaces that provide a safe and stimulating environment, enables effective use of space, and provides an attractive and welcoming environment.
* Organize classroom space in a functional, clean, neat and attractive way that encourages children to use materials independently when appropriate
* Label spaces and materials so that it is clear to children and adults in the room where things belong. Display children’s work in a way that is attractive and informative to visitors and promotes children’s self-esteem.
* Alert Camp Manager to any concerns about cleanliness, needed repairs, or safety.

**Health, Safety & Nutrition:**

* Enforce safety rules, intervene when children may injure themselves or others, and promptly alert the teaching team to any injury involving children or staff.
* Practice infection control principles (proper hand-washing, cleaning and sanitizing toys, tables, etc.).
* Assist with planning and preparing nutritious food with campers.

**Team-Centered Responsibilities:**

* Summer Camp Teacher meetings: Participate in regular group meetings for the purpose of discussing the needs of individual children, lesson planning, summer program progress and evaluation and problem-solving.
* Group coverage: Ensure that staff: child ratios follow SEEDS’ guidelines and, if not, inform the Camp Manager. Remain on duty if necessary to assure coverage even if beyond scheduled shift.

**Organization-Centered Responsibilities:**

* Communication: Stay abreast of what’s happening at SEEDS and keep families informed with updated bulletin boards, current lesson plan, important notices, etc.
* Evaluation: Assist Program Coordinator with program evaluation and feedback from parents and children

**Required Knowledge, Skills, and Abilities:**

* 2 years plus experience (ie., education, child development, recreation, family social sciences) and one years’ experience working with children in group care

**Preferred Experience:**

* Experienced kitchen experimenter and cook
* Experience gardening with an emphasis on food crops
* Familiarity with inquiry based learning methods and experiential education

**Physical Requirements and Work Environment:**

* Be able to lift up to 50 pounds.
* Be able to walk, bend, stand, squat or sit on the floor (with children) throughout an 8-hour day.
* Be able to physically respond quickly in an emergency.
* Be actively engaged and involved with children each day; including planning daily outdoor time in all ranges of temperatures or humidity levels, subject to safety guidelines.

Hourly rate is $12-15 depending on experience. 40 hours/week. 10 weeks. Please submit a cover letter and resume with three references to [hjhill@seedsnc.org](mailto:hjhill@seedsnc.org) by April 21.