

EXPLOREcorps Member Position Description

Reports To: Sarah Gleason

Age Requirement: Rising 9th – 12th grade

Position Summary: This position is mainly tasked with supporting the youth education staff in the delivery of our Discovery Camp programs. We may have other opportunities for EXPLOREcorps after the Discovery Camp season. EXPLOREcorps members should keep a focus in their position to ensure a positive and rewarding experience for youth and their families. Serving with EXPLOREcorps is a great opportunity for applicants with an interest in careers that involve working outdoors, teaching children, and caring for live animals. The position may include learning techniques and skills involved in field biology and outdoor recreation. Activities include wildlife hikes, survival shelter building, outdoor games, creek walks, animal handling, and more.

Discovery Camp Description:

Discovery Camp is a weeklong (Monday - Friday) environmental day camp for students, K-8th grade. The camps aim to cultivate a sense of adventure and wonder in the outdoors, foster an enthusiasm for exploration in the natural world, and promote environmental awareness, stewardship and conservation. EXPLOREcorps members will assist professional educators in delivering programs and ensuring a positive, rewarding experience for program participants. Please note that all of our camps will be outdoors at all times, apart from bathroom breaks and extreme weather.

Relevant Skills and Abilities:

- Excellent interpersonal communication and ability to effectively interact with families and youth.
- Ability to engage young children in a developmentally appropriate way.
- Ability to reflect a friendly, approachable demeanor toward the public.
- Ability to closely follow directions as given.
- Ability to walk 3-5 miles on uneven terrain and in a variety of weather.
- Ability to lift a minimum of 50 pounds.
- Comfort with handling a variety of non-venomous animals.

Duties and Responsibilities:

- Assist youth education staff in delivering environmental education programs, games, hikes, etc. at Summer Discovery Camps, and possibly at other events throughout the year.
- Follow code of conduct within public interactions.
- Promote the Youth Education values and mission.
- Assist in preparation of program materials as necessary.
- Assist youth education staff in animal care or other maintenance tasks as necessary.

Preferred Schedule and Commitment: Be available to volunteer a minimum of two full weeks during TNCA's Discovery camp season (early June - mid August). Camps run from 9am - 3pm, and EXPLOREcorps members may be present from 8:30am-3:15pm all five days of the week. We ask that EXPLOREcorps arrive no earlier than 8:30 and no later than 9am, and be picked up at 3:15 at the latest or 3:00 at the earliest. Circumstances in which EXPLOREcorps need to arrive late or leave

early should be communicated as soon as possible. EXPLOREcorps members are asked to volunteer for a minimum of two weeks at Discovery Camp, and may have opportunities to volunteer additional weeks if the schedule allows. Members will be able to rack their preference in which weeks they volunteer on the application.

Volunteer Procedures

Training

All EXPLOREcorps Members will be required to attend EXPLOREcorps Training. The orientation is designed to build community and prepare participants with the necessary skills they will need for their service with Discovery Camps and beyond.

Scheduling

EXPLOREcorps members will be notified of their Discovery Camp week assignments in the month prior to the start of summer camps. The Volunteer Coordinator will send out email notifications if there are other events where you may volunteer. After Discovery Camp, members will be contacted about future volunteer opportunities at the Arboretum.

Volunteer Program Policies

Volunteer Behavior

- Volunteers must act as a role model at all times. This may mean leading a game or activity, and at other times participating to encourage excitement. Remember your role is to be a leader.
- Cell phones may be used for emergencies only during program hours or for an approved purpose (i.e. nature apps, camera, etc.).
- Tobacco or alcohol products may not be used.
- Volunteers may not use profane language.
- Volunteers are expected to speak and listen to campers respectfully and in a way that promotes physical and emotional safety.
- Volunteers must be mindful of the thoughts and feelings of others; including when they differ from the views of him or herself. Issues of politics and personal religion are not to be discussed with program participants.
- Volunteers and staff should be mindful not to make physical contact with program participants that could be deemed inappropriate. A pat on the shoulder or a high-five is considered appropriate. Other socially accepted physical contact that is not appropriate includes hugging, piggy-back rides, etc. If you are not sure if contact crosses the line- don't do it!
- If a volunteer has a concern about the program or a staff member, that volunteer should voice concerns to the On-site Youth Education Coordinator, the Volunteer Coordinator, or their direct supervisor to whom they report.

Dress Code

Members must wear provided name tags at all times, and wear clothing that fits the following dress code:

- Shirts must have sleeves and be long enough to cover stomachs.

- Shorts must be of an appropriate length.
- Bathing suits on creek or water days are optional and must be one-piece.
- No inappropriate logos, phrases or images on clothing are permitted.
- Sandals must have a back strap to keep feet in place.

EXPLOREcorps: What to Bring for Discovery Camp

- Nametag
- Gate pass
- Water bottle
- Raincoat
- Lunch and Snack
 - *Should be packable and not need to be heated
 - *Some weeks you will need to pack a NUT FREE lunch: you will be warned ahead of time if this is the case
 - *Plan to bring and NOT buy a lunch at the Cafe
- Shoes for the day (prepare for time at the creek)
- Sun block
- Insect repellent
- Swimsuit for Creek/Lake (optional)
- Sunglasses/hat (optional)
- Change of clothes (optional)
- Cell Phone (optional)
- Pencil/journal (optional)