



## Windy City Park Rangers Day Camp – Ellensburg WA

### Community Outreach & Summer Camp Counselor (2 positions)

**Job Description:** The Kittitas Environmental Education Network (KEEN) is seeking 2 part-time bilingual outreach assistants (April 15-May 30) who will transition to full-time, bilingual camp counselors to facilitate summer camp experiences at KEEN's Windy City Park Rangers program. We estimate 4-8 hours per week of work between April 15 and June 5, increasing to 40 hours per week between June 6 and August 31. We can be flexible with hours on a case-by-case basis.

This position is paid \$18.50/hour, with variable scheduling in the summer, including some weekends. Candidates must be fully bilingual (Spanish/English).

**Background:** KEEN's Windy City Park Rangers offers 10 weeks of FREE summer camp programming in Ellensburg city parks for kids ages 5-13. Campers explore the natural features of the parks, while participating in traditional summer camp activities, like arts and crafts, games, swimming, and boating.

Applicants should have an interest in education, outdoor learning, natural resources, science, and working with children. Candidates should also be prepared for vigorous outdoor activity during the varying Central Washington summers, including heat, wind, and possible wildfire smoke.

The community outreach & counselor employees will work closely with KEEN's Environmental Education Director and Programming Supervisor to encourage families in Ellensburg's Latinx community to register for summer camp scholarships and attend Windy City programs in the parks. They will facilitate discussions with Spanish-speaking families, attend APOYO and other community outreach events, and assist with implementing summer day-camp curriculum.

**Essential Position Functions:** The primary responsibilities of the Windy City Park Rangers Camp Counselor will be to deliver nature and science education and programming for K-8<sup>th</sup> grade children. The Camp Counselor will:

- Community outreach activities including going door-to-door in Latinx neighborhoods and tabling at APOYO distributions (Wednesdays, 6:00-7:00 p.m. and Saturdays 1:00-2:00 p.m.) and other community events
- Assistance with written translation of camp materials including website and printed materials
- Ability to assist families with enrollment and answering any questions that arise during outreach
- Willingness to meet new people and be proactive in reaching out to the Hispanic community
- Creative thinking to help families address cultural barriers or discomfort with sending kids to programming – generally help to bridge linguistic and cultural barriers and increase understanding of goals of getting kids learning outside
- Problem solving for transportation or financial concerns
- Facilitate learning that includes:
  - Weekly themed outdoor activities



- Educational and recreational games
- Field investigations
- Ensure supervision and safety of campers during activities
- Assist with collection of program assessment and evaluation data
- Work outdoors, during hot weather, cold weather, and all conditions, in vigorous and athletic situations
- Possess boating, fishing, hiking, and other outdoor skills or a willingness to learn and engage
- Be able to confidently share experiential learning opportunities (identifying local flora and fauna, climate, habitat, and other natural interpretive opportunities encountered in Kittitas County)
- Comply with dress code including wearing of KEEN/Windy City branded items
- Conduct themselves professionally and commit to the entire summer of work

**Required Skills and Qualifications:** The successful candidate will be:

- Fully Bilingual (reading, writing, speaking, telephone communication) Spanish/English
- Excellent interpersonal skills including the ability to work with people of all ages, various backgrounds and cultures
- Dependable, self-motivated, and well-organized
- Experience working with children ages 5-13
- Able to manage outdoor learning experiences, identify safety concerns, and comply with relevant safety policies
- In possession of a valid driver's license, clean driving record, and a reliable vehicle (we may be able to accommodate carpooling or other transportation arrangements)
- Able to pass a criminal background check to work with youth

**Desired Qualifications:**

- Experience working with Latinx communities in Ellensburg
- Experience or education in Environmental, Science, or Elementary Education, or related field
- Experience in day camp and informal education environments
- First aid/CPR training (provided, if needed)
- ARC Lifeguarding certified

**Position Duration, Schedule, & Benefits:** This is a part-time 4-8 hour/week April 15-May 30, transitioning to a 40 hour/week, seasonal position that begins June 6, 2022 and ends August 31, 2022. Candidate must be able to commit to the entire duration of the program. The rate for Camp Counselor is \$18.50/hour. KEEN does not offer health care benefits or paid time off, however, every employee in the State of Washington is entitled to 1 hour of sick leave for every 40 hours worked. Though these sick leave hours accrue, they are not accessible until after 90 days of employment and so are not available during this seasonal position.

**To Apply:** A complete application will include a cover letter, resume, and a list of three references emailed to [carlynsaunders@keenetwork.org](mailto:carlynsaunders@keenetwork.org).

**Application Deadline:** Applications will be accepted until positions are filled.



**About KEEN:** KEEN's mission is to cultivate an active awareness and understanding of the endangered shrub-steppe, provide nature-based education for all ages, and strengthen commitment to environmental stewardship. Our main project is to establish the Yakima Canyon Interpretive Center (YCIC) at Helen McCabe Memorial Park near Ellensburg, WA.