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# Unit Leader

## Overview

The Unit Leader for our overnight Carolina Ocean Odyssey program must be a multi-talented, service oriented individual with a strong desire to provide a life changing ocean experience that encompasses ocean safety and marine science. Applicant must have a passion for ocean conservation, teaching, and inspiring youth. This position requires the candidate to work as part of a team to instruct and provide care to a group of 16 campers, ages 10-12. Summer duties will be based at our ocean-view facility on Topsail Island, 30 minutes north of Wilmington. Candidates will work closely with our entire leadership team.

The Unit Leader will be responsible for supervising the implementations of all daily activities and will perform a variety of administrative duties. This role requires a detail oriented team player with the ability to see multiple concurrent tasks through to completion. The Unit Leader must provide leadership, guidance, and feedback to all team members, as well as encourage, inspire, and teach both campers and staff. The Unit Leader must ensure all staff and campers stay safe while having an awesome and life enriching experience. This position reports to the Site Director and Program Coordinator.

## Skills & Requirements

### Minimum Qualifications

- ❖ BA or BS in marine biology, environmental science, education, recreation, or related field (or currently pursuing)
- ❖ At least 23 years of age
- ❖ Must be in excellent physical condition + able to lift 50 lbs unassisted
- ❖ Ability to pass a 500 yard open-ocean swim test
- ❖ Must have 3 years ocean wave riding experience
- ❖ Current certifications: Lifeguarding, CPR and First Aid
- ❖ Experience in marine science, environmental education, summer camp or related fields
- ❖ Strong desire to change the world for the better through education and action
- ❖ Must be able to attend mandatory staff training
- ❖ Willing to work long hours while maintaining energy and stamina
- ❖ Strong communication, decision making, logistical, and organizational skills
- ❖ Team player with a positive attitude, even when things are not going smoothly
- ❖ Loyalty, honesty, and a commitment to excellence
- ❖ Ability to remain focused in a fast paced, stressful, and fluid camp atmosphere
- ❖ Excellent critical thinking and problem solving skills
- ❖ No conflicting summer commitments including travel, work, or other leave of absence
- ❖ Proven ability to effectively manage and lead staff
- ❖ Energetic, morning person with a positive attitude
- ❖ Able to pass a government background check
- ❖ Clean driving record

### Desired Skills

- ❖ Master's in marine biology, environmental science, education or related field
- ❖ Wilderness First Responder Certification
- ❖ Surfing experience
- ❖ Familiarity with local marine ecosystems and organisms
- ❖ Previous experience working in a camp setting
- ❖ Environmental education certification or teaching credential

## **Responsibilities and Duties:**

Working in collaboration with other staff members, you will provide 24-hour supervision for campers, both in the bunk rooms and in the field. Activities primarily take place on Topsail Island.

Individual must maintain a strong skill set in the following areas: lesson development, organization, punctuality, problem solving, as well as have a solid attention to detail. These skills are crucial in order for you to provide the best possible experience for each camper. Programs do require work on weekends and holidays, though there is some time off between camps to recharge.

Staff responsibilities are listed below but may not be limited to this list:

- ❖ Provide consistent support to leadership staff by handling tasks and duties, aiding in delegating duties to staff, and focusing on campers' safety and schedule
- ❖ Responsible for the implementation of program curriculum and consistent day-to-day activities
- ❖ Attend all scheduled staff meetings with Site Director and Program Coordinator
- ❖ Perform all pre-session tasks, including but not limited to: reviewing camp binder, delegating responsibilities, and ensuring all supplies are prepared and accessible
- ❖ Complete all post-session tasks; including but not limited to: completing binder checklist and inventory of supplies
- ❖ Conduct daily team meetings to go over any camper issues, logistics and schedule
- ❖ Make quick decisions throughout the day based on weather and wave conditions
- ❖ Practice open communication with your team and address any issues immediately
- ❖ Mentor staff and provide feedback and corrective action when necessary
- ❖ Delegate daily camp setup and breakdown responsibilities with your team
- ❖ Oversee ongoing supply and equipment inventory during overnight camp
- ❖ Ensure that budgets are met and cost efficiencies are improved
- ❖ Prepare and lead hands-on, educational activities on various marine science topics
- ❖ Supervise and actively participate in all camp activities
- ❖ Put camper needs before own; get to know each camper, make them feel welcome and accepted
- ❖ Provide proper behavior management of campers; handle camper discipline issues and emergency situations that may arise
- ❖ Serve as a positive role model, display maturity, responsibility, flexibility, and sound judgment
- ❖ Oversee participants' safety, medication administration, and dietary preferences
- ❖ Safely transport students in 15 passenger vans
- ❖ Communicate professionally with camper parents before camp and during check-in/ check-out
- ❖ Follow proper Emergency Procedures when necessary
- ❖ Clearly understand company goals, high safety standards, and mission; continuously work to professionally promote the organization's mission and achieve its goals
- ❖ Be knowledgeable of Surf Camp, Inc. as a company, as well as our diversity of programs

## **Compensation**

We offer above average industry-standard compensation commensurate with experience, and the inclusion of pro-deal opportunities. In addition, the compensation package will include ocean-view accommodations and meals during the summer program, valued at an additional \$2,000.

## **Position Duration**

Programs run from early June – early August on Topsail Island, NC. Candidates would need to attend mandatory staff training in the beginning of June.

## **About Surf Camp, Inc.**

Surf Camp Inc. is a leader in the growing world of learn-to-surf, marine science and scuba adventure camps. Our brand symbolizes a long-standing commitment to technical instruction expertise and ocean safety awareness which is evident in our three main core values: "Safety, Learning, and Fun!" We develop and conduct a diversified mix of summer camps for kids and teens, as well as adult travel adventure programs.