



Toll Free 1.866.844.7873  
910.256.7873  
910.686.9664 fax  
info@wbsurfcamp.com

7213 Ogden Business Lane  
Suite 214  
Wilmington, NC 28411  
www.wbsurfcamp.com

# Teen Overnight Camp Unit Leader

## Overview

The Unit Leader for WB Surf Camp must be a multi-talented, service oriented individual with a strong desire to provide campers with an ocean experience that encompasses surfing, ocean safety, and marine science learning. Applicant must have a passion for ocean conservation and teaching the surfing lifestyle while inspiring youth. This position requires the candidate to work as part of a team to instruct and provide care to a group of 18 campers. Unit Leader summer duties will be focused on our flagship program, Teen Overnight Camp, housed at our ocean-view facility on Topsail Island, 30 minutes north of Wilmington, NC. Surf instruction experience is not necessary. Candidates will go through our surf instructor training and certification program at no cost.

The Unit Leader will be responsible for supervising the implementation of all daily activities for our Teen Overnight program 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. Last but not least, the Unit Leader must ensure all staff and campers stay safe while having an awesome and life enriching experience. This position works closely with the leadership team and reports to the Site Director and Operations Director.

## Skills and Requirements

### Minimum Qualifications

- ❖ BA or BS in marine biology, environmental science, education, recreation or related field (or currently pursuing)
- ❖ At least 25 years of age
- ❖ Must be in excellent physical condition
- ❖ Ability to pass a 500 yard open-ocean swim test
- ❖ Ability to lift 50 pounds unassisted
- ❖ Current certifications: Lifeguarding, CPR, and First Aid
- ❖ At least 3 years of surfing experience
- ❖ Possess a broad knowledge of surfing fundamentals
- ❖ Experience in marine science, education, summer camps or related fields
- ❖ No conflicting summer commitments including travel, work, or other leave of absence
- ❖ Proven ability to effectively manage staff
- ❖ Able to pass a government background check
- ❖ Clean driving record

### Desired Skills & Traits

- ❖ Master's in marine biology, environmental science, education or related field
- ❖ Wilderness First Responder Certification or higher
- ❖ Familiarity with local marine ecosystems and organisms
- ❖ Previous experience working in a summer camp setting
- ❖ Environmental education certification or teaching credential
- ❖ Energetic, morning person with a positive attitude
- ❖ Strong desire to change the world for the better through education and action
- ❖ Willingness 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

## **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 include, but may not be limited to the list below.

- ❖ Provide consistent support to your 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 the 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, camp clean-up, 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
- ❖ Organize, develop and implement curriculum
- ❖ Prepare and lead hands-on, educational activities on various marine science topics
- ❖ Supervise and actively participate in all camp activities, including providing surf instruction
- ❖ 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 and display maturity, responsibility, flexibility, and sound judgment
- ❖ Oversee participant 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 promote the organization's mission and achieve its goals
- ❖ Be knowledgeable of Surf Camp, Inc. as a company, as well as its diversity of programs

## **Compensation**

We provide 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 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 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.