



# Point Reyes Summer Camp Information Sheet for Prospective Employees

Point Reyes Summer Camp  
Point Reyes National Seashore Association  
1 Bear Valley Road, Bldg 70  
Point Reyes Station, CA 94956

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phone: 415-663-1200 x306 fax: 415-663-8174  
[www.ptreyes.org](http://www.ptreyes.org)

**JOB OPENINGS:** Point Reyes Summer Camp has job openings for the upcoming 2012 season and we are looking for individuals of the highest caliber to work with children, ages 7 to 16. The seasonal Summer Camp staff consists of six Naturalists, eight Counselors/Intern Naturalists, several Counselors-In-Training, a Head Cook and an Assistant Cook.

**EMPLOYMENT DATES:** All staff members are employed as follows:

- June 10-15, 2012 (Sun pm-Fri) Staff Training**  
June 18-22 . . . . . Session 1, ages 9-11  
June 25-29 . . . . . Session 2, ages 10-12  
July 3-5 (Tu-Th) . . . . . Session 2.5, ages 8-11 *\*may be optional for some staff*  
July 9-13 . . . . . Session 3, ages 12-14  
July 16-20 . . . . . Session 4, ages 9 to 11  
July 23-27 . . . . . Session 5, ages 9-11  
July 30-August 4 (Mon-Sat) . . . . . Session 6, ages 14-16  
August 7-10 (Tu-Fri) . . . . . Session 7, ages 7-9  
**August 11 . . . . . Camp Clean Up**

**COMPENSATION:** PRNSA offers salaries competitive with other private/nonprofit summer camp programs. Room and board is provided. Consult our website for job descriptions and pay rates.

**LOCATION:** The Clem Miller Environmental Education Center, home of Point Reyes Summer Camp, is nestled in a coastal valley two miles from Limantour Beach and within the 70,000 acre Point Reyes National Seashore. The Seashore is a hotbed of biological diversity with nearly forty species of land mammals, a dozen species of marine mammals, nearly half the bird species of North America and over 900 species of vascular plants. Natural communities include dune, sandy and rocky beach, coastal grassland, Douglas fir and bishop pine forest, wetland, chaparral and wilderness lake. There is no public transportation available to the Education Center.

**GENERAL QUALIFICATIONS:** All applicants must be 18 years of age or older and possess certification in standard first aid and CPR (adult & child) current through August 11, 2012. **Naturalists and Counselors/Intern Naturalists** must be able to carry a 50 pound backpack for up to 8 miles over rugged terrain. **Naturalists** are required to have a clean driving record and a willingness to obtain a Class B/Commercial driver's license, a Bachelor's degree in natural science, environmental education or related field and at least 1 year of experience teaching children in a residential environmental education program. **Counselors/Intern Naturalists** must have considerable experience working with children and have completed at least 1 year of college or 1 season in PRSC Counselor-In-Training Program. **Head Cook and Assistant Cook** must possess a clean driving record, considerable working knowledge of meal planning, food preparation, service and cleaning procedures, and may work up to 9 additional days for shopping.

## **ABOUT POINT REYES SUMMER CAMP**

Point Reyes Summer Campers come from the greater San Francisco Bay area, the California coast from Santa Cruz to Arcata, and inland from Sacramento and the Sierra foothills. About 55% of campers return from year to year and all share a deep affection for Point Reyes and a love for the natural world and outdoor activities. We host approximately 50 campers per session and maintain a 3 to 1 camper to staff ratio. To promote access for the underserved and to provide the richer experience of a camp with a diversity of participants, we provide full scholarships for 25% of our campers. Staff members have the opportunity to build leadership and teaching skills while living, working, growing and playing in a supportive community of dedicated professional environmental educators.

## **FINGERPRINTING**

All new and returning employees must undergo fingerprint-based background checks through the California Department of Justice and the FBI. Felony conviction is cause for disqualification and/or dismissal.

## **FIRST AID & CPR CERTIFICATION**

All new and returning employees must hold current Standard (or higher) First Aid and CPR (adult & child & AED) certification before staff training begins.

## **CLASS B COMMERCIAL DRIVER'S LICENSE**

### **Naturalists Only**

Naturalists are required to have a clean driving record and must obtain a Class B Commercial Driver's License so that they are able to drive 15-passenger vans. Naturalists who do not already have a Class B License license are required to do the following before camp begins:

1. Pass a "DMV Physical" and submit form DL51 to the California Department of Motor Vehicles (PRNSA will reimburse the cost of the physical and all required DMV fees)
2. Pass the written portion of the Class B Driver's Test given by the DMV.
3. Pass the practical driving portion of the Class B Driver's Test given by the DMV. (PRNSA will provide a 15-passenger van driver's training session and the use of our van for the practical).

## **APPLICATION PROCESS**

**Please fax or mail (no emails, please) a completed application packet on or before the February 1, 2012 priority deadline. Earlier submissions are strongly encouraged.**

To apply, mail or fax the following:

1. Completed application form,
2. Cover letter and
3. Resume, to  
Summer Camp Director  
Job Application  
Point Reyes National Seashore Association  
1 Bear Valley Road, Bldg 70  
Point Reyes Station, CA 94956  
FAX: 415-663-8174



*PRNSA is committed to minimizing its impact on the environment. Please do not send binders, folders, or report covers with your application.*

PRNSA is an Equal Opportunity Employer. All applicants will receive consideration without regard to race, color, age, national origin, sexual preference, political affiliation, or any other nonmerit factor.

**For more information and to download an application, please visit [www.ptreyes.org](http://www.ptreyes.org).**