



## Assistant Camp Director Resident Camp

Reports to: Camp Director

Status: Seasonal Exempt

### Schedule

This position runs from May 27 to July 18, 2025, requiring overnight stays onsite and travel between our camps in Savannah, Augusta, and Lizella GA. You will be required to report to your assigned camp on Sundays. For the full schedule, please review the listing on Indeed or email [careers@gshg.org](mailto:careers@gshg.org).

### Team Role

The Assistant Camp Director serves as a key leader within the camp community, supporting the Girl Scout mission by ensuring smooth operations, a safe environment, and high-quality programming. They play a vital role in supervising Unit Team operations, ensuring camper and staff well-being, and fostering an inclusive, engaging summer camp experience.

### Essential Duties

- Create an inclusive camp community that intentionally seeks to celebrate its members, member families, program partners, and their contributions
- Facilitate pre-camp and in-camp enrichment opportunities for Team Members that reinforce their understanding of inclusion, emergency procedures and Unit activities
- Create weekly check-in and out rosters as well as unit rosters
- Create parent take home packets with Unit photos, badgework checklists and the weekly schedule
- Observe Team Member efforts, identifying coaching moments and providing clear, prompt feedback
- Coordinate Team Member time off with Unit Leaders
- Ensure Units have a Unit Box and First Aid Kit, which are fully stocked and replenished as needed
- Develop and implement initiatives that encourage camper and Team Member participation in the camp community and recognizes them for their efforts
- Notify Camp Director of all concerns related to facility safety and camper physical and emotional safety and follow emergency procedures correctly
- Assume responsibilities of the Camp Director in their absence
- Other duties as assigned.



### **Position Requirements**

- Be a registered member of Girl Scouts of the USA and believe in the mission of the movement.
- Be at least 21 years of age with one season of camp administrative experience.
- Possess strong interpersonal and management skills
- Possess a current driver's license and valid auto insurance coverage.
- Be able to endure prolonged standing, bending, stooping, walking, climbing, and stretching.
- Moderate lifting (up to 25 lbs.).
- Walking on uneven terrain, up and down hills for distances up to ½ mile.
- Possess endurance, stamina, keen awareness, and sound judgement to respond, as appropriate, to various emergency situations.
- Ability to live in a rustic camp setting and work irregular hours with exposure to the sun, heat, and animals such as bugs, snakes, or bats.