



## **SUMMER 2019 OPEN POSITIONS**

*Updated April 4, 2019*

### **Program Department**

Assistant Program Director  
Program Leader – Lifeguard  
Program Leader – Naturalist  
Program Leader – Tot Lot Coordinator  
Program Leader – Arts & Crafts Specialist  
Program Leader – Store Specialist  
Youth Camp Counselor

### **Food Service Department**

Assistant Food Service Manager/Sous Chef  
Camp Cook  
Dishwasher & Kitchen Helper

### **Facilities Department**

Housekeeping Assistant  
Facilities Assistant

### **Office/Store Department**

Camp Store Coordinator

### **Non-Departmental Staff**

Camp Photographer/Videographer

## **IMPORTANT INFORMATION ON COMPENSATION**

*Room & board is NOT deducted from earned wages. All Summer Staff are provided shared housing during their period of employment, although employees are not required to live on site. Platform tent-cabins and rustic cabins are available in staff sections of camp. Showers and bathrooms are shared with campers and guests in our three bathhouses. Washers, dryers, detergent and dryer sheets are provided at no cost for staff to do their laundry. Breakfast, lunch, and dinner are provided at no cost on a daily basis when programming is being provided.*

## Program Positions

### **ASSISTANT PROGRAM DIRECTOR (21 years or older)**

The Asst. Program Director is responsible for assisting the Program Director in supervising, scheduling, and coordinating daily and weekly operations for all Program Staff. The Asst. Program Director plays a major role in all camp communication, scheduling of staff and activities, coordination between other camp departments, and program implementation. Responsible for supervising and coaching program staff on a daily and weekly basis. Handles day-to-day issues and customer service. Prior experience in camping, supervision and scheduling is required. Applicants must be adaptable, willing to handle high stress situations and have strong customer service and organizational skills. The Asst. Program Director also plays a major role in planning, coordinating and implementing our Youth Camp - a weeklong overnight camp in June for youth between the ages of seven and fifteen years old. If applying for this position, please provide resume and cover letter with completed application. NOTE: This opportunity has the potential to lead to a full-time, year-round position.

Dates of employment: Wednesday, May 28 – Monday, August 12, 2019

Pay Range: \$80.00 – \$86.50/day (or \$480 – 519/week)

### **PROGRAM LEADER - LIFEGUARD (18 years or older)**

Program Leaders are the core of the Program Department, which is responsible for the planning, facilitation, and supervision of recreation activities that are offered daily at Oakland Feather River Camp. Program Staff make sure campers are safe and happy at all times, while providing activities that range from archery to line dancing to tug of war. A good sense of humor, strong customer service skills and a friendly demeanor is a must! Program Leaders are also required to serve as a youth counselor for our OFRC Youth Camp - a week-long overnight camp in June for youth between the ages of seven and sixteen years old.

In the afternoon Program Leader - Lifeguards head down the Swimming Hole for a shift of guarding during open swim. The Swimming Hole is THE place to be in camp in the afternoons and keeping a safe and fun waterfront is the #1 priority for our lifeguards.

Dates of employment: Sunday, June 9 – Sunday, August 11, 2019

Pay Range: \$68.00 – \$70.85/day (or \$408 – 425/week)

*Not lifeguard certified, but willing to get certified? You can still apply for this position! Just indicate your certification level at the appropriate section on your application.*

### **PROGRAM LEADER - NATURALIST (18 years or older)**

Are you a fan of tree or plant identification? Does sharing your knowledge of fun facts about bugs, ecosystems, and our natural world bring you joy and excitement? Do you like going on hikes and getting both children and adults excited about nature? Then we want YOU as our Program Leader - Naturalist for the summer!

As Program Leader – Naturalist, you will join your fellow Program Leaders in the planning, facilitation, and supervision of recreation activities that are offered daily at Oakland Feather River Camp. BUT: Your morning activities will mostly be nature-based. From short nature hikes, to workshops on Leave No Trace, you'll reignite the spark and love of nature in our campers, while keeping them safe and happy at all times. Outside of your nature activities, you'll join your fellow Program Leaders in leading all camp games and activities and assisting with the smooth operation of camp. A good sense of humor, strong customer service skills and a friendly demeanor is a must! Program Leaders are also required to serve as a youth counselor for our OFRC Youth Camp - a week-long overnight camp in June for youth between the ages of seven and sixteen years old.

Dates of employment: Sunday, June 9 – Sunday, August 11, 2019

Pay Range: \$68.00 – \$70.85/day (or \$408 – 425/week) – *Bonus pay available if you are lifeguard certified.*

**PROGRAM LEADER - ARTS & CRAFTS SPECIALIST (18 years or older)**

Our Program Leader – Asst. Arts & Craft Specialist has a unique role in Camp. You will assist our Head Arts & Craft Specialist during our daily morning Arts & Crafts block. Past Arts & Crafts projects have included ceramic, silk painting, tie-dye, basic sewing, reed basket making and more! Applicants must have experience teaching or leading small groups.

In the afternoon and evening, you will join your fellow Program Leaders in the planning, facilitation, and supervision of recreation activities that are offered daily at Oakland Feather River Camp. Program Staff make sure campers are safe and happy at all times, while providing activities that range from archery to line dancing to tug of war. A good sense of humor, strong customer service skills and a friendly demeanor is a must! Program Leaders are also required to serve as a youth counselor for our OFRC Youth Camp - a week-long overnight camp in June for youth between the ages of seven and sixteen years old.

Dates of employment: Sunday, June 9 – Sunday, August 11, 2019

Pay Range: \$68.00 – \$70.85/day (or \$408 – 425/week) – *Bonus pay available if you are lifeguard certified.*

**PROGRAM LEADER - TOT LOT COORDINATOR (21 years or older)**

Under guidance of the Program Director, the Tot Lot Coordinator Instructor will plan, facilitate, and supervise our morning Tot Lot program, which is designed for our youngest campers (between the ages of two and five years old). Experience, training or certification in early childhood education is required.

In the afternoon and evening, you will join your fellow Program Leaders in the planning, facilitation, and supervision of recreation activities that are offered daily at Oakland Feather River Camp. Program Staff make sure campers are safe and happy at all times, while providing activities that range from archery to line dancing to tug of war. A good sense of humor, strong customer service skills and a friendly demeanor is a must! Program Leaders are also required to serve as a youth counselor for our OFRC Youth Camp - a week-long overnight camp in June for youth between the ages of seven and sixteen years old.

Dates of employment: Sunday, June 9 – Sunday, August 11, 2019

Pay Range: \$68.00 – \$70.85/day (or \$408 – 425/week) – *Bonus pay available if you are lifeguard certified.*

**PROGRAM LEADER – STORE SPECIALIST (18 years or older)**

Do you have prior experience in retail or food sales and love connecting with people? The OFRC Camp Store is located in the heart of camp and is where campers of all ages enjoy an afternoon ice cream cone, purchase a small tube of toothpaste or pick up some OFRC-branded merchandise. While many of your Program Leader peers will assist in the Camp Store from time to time, the Program Leader – Store Specialist will assist the Store Coordinator with inventory, opening and closing shifts and taking a lead when the Store Coordinator is on their day off.

When our Program Leader – Store Specialist isn't in the store, you will join your fellow Program Leaders in the planning, facilitation, and supervision of recreation activities that are offered daily at Oakland Feather River Camp. Program Staff make sure campers are safe and happy at all times, while providing activities that range from archery to line dancing to tug of war. A good sense of humor, strong customer service skills and a friendly demeanor is a must! Program Leaders are also required to serve as a youth counselor for our OFRC Youth Camp - a week-long overnight camp in June for youth between the ages of seven and sixteen years old.

Dates of employment: Sunday, June 9 – Sunday, August 11, 2019

Pay Range: \$68.00 – \$70.85/day (or \$408 – 425/week) – *Bonus pay available if you are lifeguard certified.*

**\*ONE WEEK EMPLOYMENT OPPORTUNITY\* - YOUTH CAMP COUNSELOR (18 years or older)**

Come up to the mountains for a week of changing lives! OFRC Youth Camp is an overnight summer camp for youth ages seven to fifteen years old. You will get to know your tent group and help foster a sense of community, an atmosphere of personal growth and a spirit of fun and adventure. As a counselor, you take an active, energetic and creative role in planning and leading cabin activities and all-game games. Counselors make sure their kids are safe and happy at all times. A commitment to safety and willingness to laugh at yourself is a must!

Dates of employment: Friday, June 14 - Friday, June 21, 2019

Pay Range: \$408 - 425/week (*specialty pay/bonus for lifeguard-certified individuals*)

Food Service Positions

**ASSISTANT FOOD SERVICE MANAGER/SOUS CHEF (21 years or older)**

The Assistant Food Service Manager will assist the Food Service Manager in the areas of food preparation, kitchen staff supervision and scheduling, leading and monitoring all food services operations. Knowledge of a commercial kitchen and the health and safety procedures and practices associated with food preparation is a requirement.

Dates of employment: Monday, May 6 - Sunday, August 11, 2019\*\*

Pay Range: \$12.75 - \$13.25 per hour (\$510 - \$530/week for a 40 hour work week)

\*\*Work is potentially available through Monday, September 2, 2019.

**CAMP COOK (18 years or older)**

Under guidance of the Food Service Manager and Assistant Food Service Managers, Camp Cooks will prepare food to ensure the timely service of quality meals for 150 - 300 campers daily. Previous commercial kitchen experience and knowledge of the health and safety procedures and practices associated with food preparation is a requirement.

Dates of employment: Monday, May 13 - Sunday, August 11, 2019\*\*

Pay Range: \$12.25 - \$12.75 per hour (\$490 - \$510/week for a 40 hour work week)

*Specialty pay may be available for staff with skills, knowledge, experience and/or certification in vegetarian or vegan cooking.*

\*\*Work is potentially available through Monday, September 2, 2019.

**KITCHEN HELPER & DISHWASHER (18 years or older)**

Kitchen helpers and dishwashers provide prep support to cooks and oversee the dining hall set up and breakdown and meal service. While no previous kitchen experience is required, a history of working hard and strong references is a must.

Start Date of Employment: Flexible start dates between Monday, May 13 and Sunday, June 2

End Date of Employment: Sunday, August 11, 2019\*\*

Pay Range: \$12.00 - \$12.50 per hour (\$480 - \$500/week for a 40 hour work week)

\*\*Work is potentially available through Monday, September 2, 2019.

## Non-Departmental Positions/Opportunities

### **CAMP PHOTOGRAPHER/VIDEOGRAPHER (18 years or older)**

Our Camp Photographer/Videographer will be all over the place – snapping pictures of all programs, getting and editing video and assisting with summer communications. Will go through one week of Staff Training with the rest of the staff, learning the basics of the OFRC culture. He/she will then transfer that culture, via media, to the greater camp community. This position may be arranged to be an internship for college credit or a partial position combined with another program/office/store position.

Dates of employment: Sunday, June 9 – Sunday, August 11, 2019

Pay Range: Depends on experience and arrangement (college credit, stipend, combined with Program position)

## Maintenance/Facilities Staff

### **HOUSEKEEPING ASSISTANT (18 years or older)**

Under the guidance of the Housekeeping Coordinator and Facilities Manager, the Housekeeping Assistant is responsible for the day-to-day cleanliness of camp. Trash removal, bathroom cleaning and tent/cabin preparation (including furniture moving) are some of the daily responsibilities and duties. Must be able to lift 50lbs, work independently and be on your feet most of the day.

Dates of employment: Monday, April 29 – Wednesday, September 11, 2019

Pay Range: \$12.75 – \$13.25 per hour (\$510 – \$530/week for a 40 hour work week)

### **FACILITIES ASSISTANT (18 years or older)**

Under the guidance of the Facilities Manager, Facilities Assistants are responsible for the upkeep of and repairs to the camp facility. Expertise in construction, plumbing, electrical, mechanical and general repairs required. Must be able to lift 50lbs, work independently and be on your feet most of the day.

Dates of employment: Monday, April 29, 2019

End Date of Employment: Between Wednesday, September 11, 2019 and early October

Pay Range: \$12.25 – \$13.10 per hour (\$490 – \$520/week for a 40 hour work week)

## Office/Store Positions

### **CAMP STORE COORDINATOR/OFFICE ASSISTANT (21 years or older)**

Under guidance and supervision of the Program Director and Office Manager, the Camp Store Coordinator/Office Assistant is responsible for day-to-day store operations and management including keeping the camp store organized and clean, inventory of items and material, sales, and accounting of purchases/items. Prior experience in customer service and sales required. Two days a week the Camp Store Coordinator will assist in the office answering phones, filing paperwork, reconciling payments, and helping families acclimate to camp. If applying for this position, please provide resume of related experience and cover letter with completed application.

Dates of employment: Sunday, June 2 – Sunday, August 11, 2019

Pay Range: \$12.00 – \$12.50 per hour (\$480 – \$500/week for a 40 hour work week)

## **To Apply:**

Send a completed application to:

(Before May)

Summer Staff Application, Oakland Feather River Camp  
Camps in Common  
P.O. Box 11061  
Oakland, CA 94611

(After May)

Summer Staff Application  
Oakland Feather River Camp  
P.O. Box 3229  
Quincy, CA 95971

Or scan and email to [mark@featherrivercamp.com](mailto:mark@featherrivercamp.com).  
Applications may also be faxed to: 530-283-0303.

Make sure to also read our [Letter to Applicants and FAQ](#)  
prior to applying.

*Have more questions?  
Contact Mark Olson, Camp Director,  
at [mark@featherrivercamp.com](mailto:mark@featherrivercamp.com)  
or 510-336-2267.*