



## **Lead Instructor for Summer Camp “BuildAbility”**

Enrich the lives of Lopez youth as Lead Instructor for our “Camp BuildAbility” for neurodivergent and/or disabled youth in grades K-8 offering a nurturing and inclusive environment where creativity knows no bounds and every child can thrive.

**Wage:** \$27 per hour

**Temporary position with up to 30 hours per week:** July 7-August 15

Team training and camp set-up during the week of June 30-July 3 (up to 12 hours)

**General program hours:** 9:45 AM-2:15 PM plus up to 40 hours starting in June to plan lessons and team training sessions

**In-service position with 100% on-site**

**Benefits:** Accrual of paid sick time

**Reports to:** Program Manager

Please submit a cover letter and resume to Program Director Stephanie Stratil  
[stephanie@lifrc.org](mailto:stephanie@lifrc.org)

Position open until filled.

### **Responsibilities**

- Participate in the planning and design of activities/lessons for summer camp
- Lead, take responsibility, and participate in camp activities
- Guide the social-emotional learning of neurodivergent and/or disabled youth
- Greet, escort, and monitor youth throughout the camp day, assuring their safety
- Support youth to transition from one camp space or activity to another
- Identify needed supplies and resources and report to the program manager
- Lead team debriefs and team training sessions
- Assist in actively recruiting students
- Take daily attendance of participants and report to the program manager
- Prepare snacks, set up supplies and break down supplies as needed
- Communicate effectively and respectfully with youth, families, school and program partner staff, and colleagues
- Follow program policies and procedures to create safe, supportive, interactive and engaging, learning environments

### **Minimum Qualifications**

- Bachelor's degree, or equivalent, in special education, youth development, or related field
- 3+ years of experience working with neurodivergent and/or disabled youth
- 2+ years of experience leading a team
- Knowledge of best practices in out-of-school-time programs to build safe, supportive, interactive, and engaging learning environments
- Ability to set up and move supplies
- Ability to escort children to and from camp areas
- Ability to monitor and track campers throughout the day
- Ability to pass a Sterling background check
- Ability to perform all tasks identified in this job description

### **Preferred Qualifications**

- Verbal fluency in Spanish

### **Training/Certifications required**

- CPR and First Aid Certificate
- Mandated Reporter Certificate
- WA State Food Worker Card
- Training in Professional Boundaries when working with youth
- De-escalation practices

### **Equity and Inclusion**

- Demonstrate the initiative to learn and enhance skills promoting anti-racism, cultural competency, and understanding of oppression and its impact
- Participate in intentional learning efforts, including events relating to understanding institutional racism and building cultural competency

### **Community Expectations**

- Model respectful communication and foster cooperative relationships
- Committed to the mission and values of LIFRC

### **Essential Physical Skills**

These physical demands represent the requirements for an employee to perform the job's essential functions successfully. Reasonable accommodation can be made to enable people with disabilities to perform the essential functions described.

This job requires the employee to work outside during recess and outdoor activities and to safely escort youth to and from program spaces, including on uneven terrain. While performing the duties of this job, the employee is regularly required to perform duties outside an office and must be able to lift, push, pull, and transport supplies and other items up to 30 pounds.

### **Lopez Island Family Resource Center**

The Mission of the Lopez Island Family Resource Center is to provide resources and guidance necessary to meet the basic needs of the entire community. Built on this foundation of well-being, we also provide educational and community engagement programs and advocate for a more just and equitable community.

**We envision** the Lopez Island community as a family in which each person enjoys a positive, meaningful quality of life, knowing our own and our neighbors' basic needs are met. We are committed to lifelong growth and self-improvement in an environment of respect, kindness, and compassion.

### **Our core values:**

- We believe in an inclusive and just community with opportunity for self-improvement for all.
- We focus on the well-being of our clients
- We maintain appropriate professional boundaries.
- We meet people where they are.
- We treat our clients with dignity and respect.
- We keep our clients' information confidential.
- We use best practices.
- We strengthen our community by connecting people and organizations.
- We collaborate among staff and with other individuals and organizations.
- We are a team of self-empowered individuals.
- We are active listeners and have candid, honest, and positive communication. We accept input from others.
- We act with integrity and responsibility.
- We continuously evaluate and improve.
- We adapt to the changing needs of our clients and the community.