



SHI Summer Camps – Summer 2025

Contract Position: Day Camp Counselor (High School – Juneau)

Sealaska Heritage Institute (SHI) is looking for someone to work on a short-term contract as a Day Camp Counselor for our High School STEAM Academy in Juneau, Alaska. The contract would go from **March 2025 to August 2025** and requires the availability below:

- High School STEAM Academy (9-12 grade) in Juneau
 - July 21st-July 30th, 2025

The High School STEAM Academy is a camp for students in grades 9-12 to interact with both Western and Indigenous ways of knowing, combining both classroom instruction and field research. This is a 10-day, credit-bearing camp with students being able to obtain a 3-credit university-level environmental science or a .5 high school science credit. The Day Camp Counselor will be responsible for assisting staff with classroom and field activities and supporting approximately 30 youth summer campers. Furthermore, the Day Camp Counselor would be helping to ensure student safety, well-being, and cultural understanding of material.

The Day Camp Counselor is expected to work closely with the Day Camp Director and Summer Programs Coordinator. The Day Camp Counselor is expected to assist in setting up for camp activities, support, and work with students throughout the camp, and assist with clean up after camp completion. In addition, you will be able to supervise youth ages 13-19 ensuring their safety, development, skill-achievement, and general well-being. Additionally, the Day Camp Counselor will have to complete required trainings, which include, but are not limited to: Restorative Practices, mandatory reporter training, and sexual abuse prevention training. The total pre-camp preparation would not exceed 20 hours from March to June. The selected candidate will have experience working with youth, engaging communication skills, and confidence in problem solving.

Responsibilities:

The Day Camp Counselor must be available to stay the entirety of Camp (July 21 – July 30) from the hours of **8 a.m.-5 p.m.**. Housing and meals can be provided at no charge if the candidate is applying from outside of Juneau.

Prior to camp start

- Complete and pass a background check
- Become driver certified through SHI's driver certification program
- Complete all required trainings (can be done virtually)

During camp

- Work with SHI staff and camp director to ensure execution of night schedule in a timely manner
- Engage in daily supervision of students, ages 13-19, to ensure student safety, development, skill-achievement, and general well-being during evening cultural activities
- Assist in hands-on, culturally relevant evening activities
- Respond to any student incidents or emergencies that occur overnight
- Maintain regular communication with SHI staff, the camp director, and the camp staff
- Overseeing campers; assisting teachers during class time
- Ensuring campers are behaving, especially camper to camper
- Create a fun and welcoming environment for all
- Escort students to meals and planned activities
- Accompany students on trips and outings
- Intervene in potential incidents when appropriate; follow reporting procedures and chain of command

After camp

- Give any feedback necessary
- Report any final notes/incidents that occurred at camp

Competencies Needed:

- Knowledge of Southeast Alaska Native culture and Southeast Alaska Native communities
- Experience and interest in working with youth
- Demonstrated effective verbal, written, and interpersonal communication skills
- Demonstrated ability to coordinate activities with attention to detail
- Previous experience working with youth

Regular responsibilities:

- Fulfill summer staff training requirements prior to camp start date
- Assist in facilitating a welcoming and supportive camp environment
- Provide direct support to campers and staff during transition times between scheduled activities
- Regularly communicate with camp staff about student progress
- Other duties as assigned

Work Environment:

This position is very active and requires standing, walking, bending, kneeling, stooping, crouching, and climbing all day. This may also include activities such as hiking, swimming, and canoeing. We will also be working with animal hides, meat, and carcasses. The employee must frequently lift and/or move objects up to 20 pounds and occasionally lift and/or move objects up to 50 pounds.

Supervisory Responsibility:

This position will not have supervisory responsibilities.

Compensation:

This position will pay \$25 per hour including hours spent in training, planning meetings, and during

camp.

Other:

There are four openings for this position to be filled.

To Apply:

Please fill out the following form: <https://wkf.ms/46O29WE>. If you have questions about the position, please email Maddie Henson at maddie.henson@sealaska.com or call (907) 586-9210.