



## **Camp Adler – 2010**

### **Tribe Leader**

### **Job Description**

**Position:** *Tribe Leader*

**Reports To:** **Camp Coordinator**

**Compensation:** *\$1020 per Session (3Weeks)*

**Responsibilities:** This position will be responsible to the Camp Coordinator for:

#### **Maintain and Manage Assigned Tribe:**

- Welcome Campers at the morning drop-off location.
- Escort Campers to the pick-up location at the conclusion of the camp day.
- Make sure all campers are picked up at end of camp day.
- Take morning tribe attendance and attendance at class turn-around. Report results immediately to Camp Coordinator.
- Implement daily tribe activities.
- Facilitate class turn-around.
- Assist with classroom activities as directed by the Department Chair and/ or faculty.
- Assist Camp Coordinator with daily operations.
- Attend, mandatory “pre-camp” orientation session (s).
- Meet at the tent at the beginning of each day with Camp Coordinator for daily briefing.
- Resolve and or report all maintenance and supply issues to Camp Coordinator.
- Report in writing, any and all incidents, outside of normal activity to the Camp Coordinator at the end of each Camp Day.
- Additional duties as assigned by the Program Director and/or Camp Coordinator.

#### **:Celebration of the Arts:**

- Attend Celebration of the Arts. This will be one evening per 3 week session lasting until approximately 9:00 pm.
- Assist Camp Coordinator with room, tent, and event set-up. This will occur between the end of the daily camp session and the beginning of Celebration Ceremonies.
- Ensure Campers safety at all times and help coordinate their timely scheduled performance arrival time.