



## **Position: Program Coordinator –Camp Ondessonk, Ozark, IL**

Camp Ondessonk is currently accepting applications to fill our vacant Program Coordinator position. This is a full time, exempt position offering a competitive salary with benefits and on-site housing. We are seeking a dynamic entry-level outdoor education professional to work directly with Camp Ondessonk's Program Director in supervising the day-to-day efforts of our Seasonal Program Staff to maintain a level of excellence and professionalism in the delivery of high quality Outdoor Education programs and activities. Successful applicants are people experienced in working with groups of children and adults of all ages who enjoy teaching and are willing to make our programs thrive.

### **Organization Profile:**

Camp Ondessonk is a non-profit traditional summer camp and year-round outdoor education center dedicated to providing hands-on outdoor environmental education classes, facilitating students in experiential classes covering all curriculum areas as well as leading discovery hikes and teaching environmental ethics. Our small group activities are designed to foster group cooperation, communication, and team-building concepts using group initiatives and our low and high ropes courses. Other activities include canoeing, night hikes, rock climbing, horse back rides, and our climbing/rappelling tower. Ideal Camp Ondessonk programs create a learning environment where individuals, and the group as a whole, will develop effective communication, problem solving, and cooperation to achieve a common goal.

Our 983 acre facility is situated in the heart of the Shawnee National forest, approximately 6 hours south of Chicago, 3 hours southeast of St. Louis, 4 hours north of Memphis, and 3 hours northwest of Nashville. We are located within a short distance of the River to River trail for extended backpacking trips, some of the most coveted sandstone rock climbing in the Mid-west, as well as a widely popular system of trails widely used by local horse riders. Ondessonk staff often take full advantage of our pro-outdoorsy location!

### **Primary Functions of Position:**

In support of the mission and goals of Camp Ondessonk, the Program Coordinator will support the Camp Ondessonk Program Director in managing and leading the Seasonal Program Staff, Summer Special Activities Coordinator and Summer Adventure Staff in the delivery of high quality programs and services. The Program Coordinator is responsible for assisting the Program Director in setting the tone for excellence in all Camp Ondessonk Year-round programming by providing on-site leadership during school group outdoor education seasons, and by directly supervising Summer Specialty programs.

The Program Coordinator's key role is in providing sound leadership, direction and supervision of Camp Ondessonk Seasonal Program Staff members. Secondary role is in providing direct programming for Camp Ondessonk participants. Share our nearly 1,000 acres of Oak-hickory forests, rock bottom streams, waterfalls, and sandstone canyons with Students, Scouts, Elderhostel participants, and Families. Work with our participants to foster in them a sense of community as well as an appreciation, understanding, and responsibility for the natural world. Teach hands-on classes in and about the out-of-doors, ie. forest and stream ecology, water quality, map and compass, wildlife, local Native American history, canoeing, team-building activities, low and high challenge courses, horseback riding, and rock climbing. Lead recreation and evening programs. Work projects, facilities up-keep and maintenance are a smaller, but integral, part of this position.

### **Qualifications:**

Must be at least 21 years of age and have a Bachelor's degree in related field and a strong documented background in outdoor education, youth development or education. No less than 1 year experience in outdoor education or organized camping. Knowledge of the experiential education process, environmental education programming, challenge course facilitation and equestrian care and programming preferred. The ability to work independently, as well as the ability to supervise a team, is essential. This position requires strong group facilitation, communication, and interpersonal skills, as well as a high degree of job flexibility. High levels of personal integrity, emotional maturity, patience, adaptability and self motivation are required. Energy, a good sense of humor and a passion for the out-of-doors are a must. Essential eligibility requirements include the ability to hike at least 3 consecutive hours over moderate to difficult terrain and to lift at least 50 pounds and carry 10 yards without assistance. Being able to put the needs of the program, program staff and students first is a must. Although individuality and diversity are celebrated, a professional appearance (woody professional, that is!) is important as well. All employees undergo a background check.

**Contact:** Mail or e-mail resume, cover letter, and three references to Rebecca Cler, Program Director  
Camp Ondessonk 3760 Ondessonk Rd Ozark, IL 62972 [rebeccacler@ondessonk.com](mailto:rebeccacler@ondessonk.com)  
For more information, call (618) 695-2489 ext. 129