

**Girl Scouts of Central Maryland
Resident Camp Position Description**

Date: September 2011

Title: **Horse Intern**

Department: Outdoor Program and Property Services

Reports to: Horse Manager, Assistant Camp Director

Position Summary: The Horse Intern acquires skills in the development and implementation of Girl Scout program activities. This is achieved through girl involvement and planning a progressive horseback riding program. The Horse Intern assists and develops learning skills of supervision and maintaining the health and safety of girls in the horse units while helping them appreciate the outdoors.

Essential Duties and Responsibilities:

- Assists in delivering instructional horseback riding activities for girls 8 to 17 years of age under the direction of the Horseback Riding Manager.
- Assists in implementing group living skills so girls learn to respect themselves and other girls in the unit.
- Reinforces program values, goals and mission of Girl Scouts.
- Assists in the teaching of program activity skills and an appreciation of the outdoors and respect for the environmental protection.
- Provides opportunities for girls to experience successes during camp.
- Sets a good example for campers; including cleanliness, punctuality, sharing chores, table manners and sportsmanship.
- Learns, knows and abides by the standards set forth by GSUSA Safety Wise, Maryland Youth Camp Regulations and the American Camping Association.
- Assists Unit Leader in the implementation of the CIT/WIT programs. Facilitates constructive feedback to improve and expand the program.
- Develops with Assistant Camp Director objective learning goals and skills to track and follow throughout the summer to monitor progress and maintain appropriate learning environment.
- Assists in updating the horse manual and other materials in the specialty area to enable in creating a stronger program in future years.
- Assists in the smooth operation of the Resident Camp by performing other duties as assigned.

Skills, Education and Relevant Experience:

- Have documented experience of participating in Resident Camp programs
- Ability to demonstrate leadership, supervisory and organization skills.
- First Aid and CPR certification, or be willing and able to successfully complete training.
- Must be able to accept guidance and supervision.
- Must be able to pass background and fingerprint checks as well drug screening.

Expectations

Camp staff work as a TEAM to insure campers and staff enjoy their participation and employment in a fun and safe manner. The following responsibilities are shared by the entire staff:

- Accept and live by the Girl Scout Promise and Law while employed at summer resident camp.
- Use the Promise and Law as guidance in working with campers and staff.
- Serve as a positive role model to the campers and other staff by abiding by the policies, procedures, and rules at camp.
- Practice respect, appreciation, and acceptance for all people ensuring all campers and staff feel welcome and part of the group.
- Encourage spontaneity in programming and assure that changes conform to established camp guidelines and procedures.
- Be prompt and encourage promptness among campers and staff.
- Consult your supervisor when you have questions, concerns or problems.
- Encourage and set the example for reasonable neatness and cleanliness in camper and staff tents, latrines, shower house, and grounds. Assume responsibility for keeping staff house and staff shower house clean.
- Actively monitor health situations and general hygiene of campers and self and keep the Camp Health Supervisor aware of needs and problems.
- Report any maintenance needs to the Camp Ranger by completing a maintenance request form that cannot be handled on the spot.
- Participate in pre-camp cleaning and set up and post-camp close out as assigned.
- Maintain an alcohol and drug free environment on camp premises.

The Girl Scout Promise
On my honor, I will try
To serve God and my country,
To help people at all times,
And to live by the Girl Scout Law.

The Girl Scout Law
I will do my best to be
honest and fair,
friendly and helpful,
considerate and caring,
courageous and strong, and
responsible for what I say and do,
and to
respect myself and others,
respect authority,
use resources wisely,
make the world a better place, and
be a sister to every Girl Scout.

Girl Scout Mission Statement
Girl Scouting builds girls of courage, confidence, and character,
who make the world a better place.

Name _____ Signature _____ Date _____