



7983 S. Wiswell Rd.  
Windsor OH, 44099  
440-272-5275  
Campwhitewood1940@gmail.com

Dear Applicant,

Thank you for your interest in Camp Whitewood! We are excited that you share our vision to create a positive environment for children to learn and grow in an outdoor setting. We serve campers ages 6-18 during a 10-week summer session. Our Day Camps are 8am – 5pm Monday through Friday and run for 10 weeks. Our resident camps are split into two sessions. Our 4-H county camps run the first four weeks and are run by the 4-H County Directors of NE Ohio. During those weeks, our camp staff runs the daily programming around camp, but do not have any cabin responsibilities (unless requested). If you are hired as a Cabin Counselor, you will not be working at camp during these weeks unless you are also interested in a different position. Camp Whitewood's 2<sup>nd</sup> session camps run the two weeks of the summer after July 4<sup>th</sup> week and are completely run by our camp staff. All staff will work during these weeks. If you intend to work during the summer in any capacity you are required to attend staff training, **May 28th-June 1st**. Please note that if hired for any of these program positions - boating, lifeguard, shooting sports, nature, arts & crafts, and day camp coordinator - there will be an additional certifications training and program area set-up week **May 20th-May 25th**.

Below, you will find brief job descriptions to apply for. If you have any questions about our program, or about any of the positions, please do not hesitate to contact us. More detailed job descriptions can be found on our website. Thank you again for your interest in Camp Whitewood.

**Andy Hudak – Executive Director**  
[Hudak.65@osu.edu](mailto:Hudak.65@osu.edu)

**Jessica Housel – Camp Board Member**  
[housel.15@osu.edu](mailto:housel.15@osu.edu)

## Available Summer Staff Positions

**Note:** Summer camp is an amazing but equally crazy place, and these positions will overlap. Just because you are applying for a position in a certain job title, does not mean that you won't be performing other tasks throughout the summer. Other tasks may include helping in the kitchen, general cleaning, basic maintenance, and stepping in at another program area if needed. Regardless of start/end dates, **all staff are required to attend the staff training from May 28th - June 1st**. We can combine different positions if you are interested in working all summer.

**Shooting Sports Specialist** – The shooting sports specialist is responsible for the archery, riflery, and atlats programs. This includes safety orientations, curriculum development, instruction, and equipment maintenance. The applicant should have current archery and riflery certifications from a nationally recognized organization.

**Boating Specialist (\*2 positions available)** – The boating specialist is responsible for the implementation of Camp's boating program. This includes canoeing, kayaking and paddle board instruction and safety orientations. The boating specialist is also responsible for designing fun and engaging boating programs to keep campers involved, learning, and having fun. The applicant should have a boating certification from a nationally recognized body and be able to demonstrate skill in instruction and rescues. This position requires lifting of boats in and out of water each day.

**Waterfront Lifeguard (\*2 positions available)** – Lifeguards are responsible for the swimming and waterfront program at Camp. This includes that safety of campers, swim tests, and maintenance of equipment and area. Applicants should have current lifeguard certification from a nationally recognized body and be able to demonstrate rescue skills and physical fitness.



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**Arts & Crafts Specialist** – This position is responsible for running the daily operations of the arts & crafts program at Camp. They will design and implement programming that keeps campers engaged daily. The arts & crafts specialist is also responsible for maintaining the craft equipment and cleanliness of the craft hall.

**Outdoor Education Specialist** – This position designs and implements outdoor education programs at Camp. They are responsible for keeping each day engaging, safe, and fun. The applicant should have a good understanding of forest ecology, environmental science, and general science. Previous experience in outdoor education is preferable, but not required.

**Wilderness Camp Counselor** – Wilderness counselors are responsible for our Wilderness Camps which run for 4 days and are an outdoor immersion experience. Wilderness counselors led small group of campers into the backwoods of camp and teach them backcountry living skills including, sleeping, cooking, water purification, leave no trace, ecology, etc. The applicant should have previous backcountry camping experience. This position will oversee wilderness camp on the following dates, not including prepping and clean up: **June 30<sup>th</sup> – July 3<sup>rd</sup>**.

**Cabin Counselor (\*multiple positions available)** – Cabin counselors are responsible for caring for and overseeing a cabin of campers. This includes being a positive role model, keeping campers safe, and keeping the cabin on time and on schedule. Cabin staff will also develop programs for camper choice sessions. \*Cabin staff positions run from **July 14<sup>th</sup> – 20<sup>th</sup>** and include staff training which is **May 28<sup>th</sup> – June 1<sup>st</sup>**.

**Day Camp Director** – The day camp director is responsible for the Day Camp program. This includes daily schedules, program design, collecting registrations and payments, parent interaction, weekly Thursday overnights. This is a big role and requires someone who is organized, motivated, independent, and personable. Previous experience running children's programming required. This is a 10-week position plus 2 weeks of mandatory training.

**Day Camp Staff (\*2 positions available)** – This position is a camp counselor position who works directly with the kids throughout the day, playing games, maintaining the schedule, and provide high quality programs for our day campers as well as a weekly overnight on Thursdays. This is a 10-week position plus 1 week of mandatory training.

**Kitchen Assistants (\*multiple positions available)** – Kitchen Assistants help prepare meals and snacks for camp guests, maintaining a clean and safe working environment. Kitchen Assistants usually work a 12-hour day, 7:00 am-7:00 pm, which includes 2-hour break midday. Scheduling is flexible, May through October. **\*Not required to attend training\***

**Facilities Cleaning Crew** - Provide daily routine cleaning detail of camp restrooms and common areas and other areas as assigned. The Facilities Cleaning Crew ensures bathroom products are always stocked and that facilities are routinely kept sanitary for our guests. These employees typically work 2-3 hours a day, although some days may require more time. Scheduling is flexible, May through October. **\*Not required to attend training\***

**Please complete your application online:**

**<https://campwhitewood.campmanagement.com/staff>**