



## ADULT LEADER JOB DESCRIPTION

1. Be responsible to and follow directions of the Camp Director.
2. Be assigned either to a den assignment or station assignment determined by the Camp Director.
3. Uses the materials and information provided to assist in delivering a high-quality program.
4. Be aware that assignment may change for each day.
5. Arrive no later than 7:30 am to set-up your camp area before the boys in your Camp Den arrives. Be sure to sign-in at Admin with you arrive.
6. Enforce the buddy system.
7. Communicate with Camp Staff.
8. Help the scouts keep track of their belongings.
9. Assist the Station Leaders with the activities the boys are working on. Encourage and assist the boys.
10. Assist the Den Leader with the activities the boys are working on. Encourage and assist the boys.
11. Keep track of and help the boys complete unfinished crafts, etc. when time permits.
12. Be prepared to participate in all activities, including crafts, nature studies, sports, special programs and opening and closing ceremonies.
13. Bring any serious behavior problems to the Camp Director before they get out of hand.
14. If you have a child in the Kids Korner, be sure to drop them off and sign them in prior to Opening Ceremony, pick them up at lunch if you would like them to eat with you, and pick them up promptly at the end of each day's session.
15. Be positive about your Camp Tomahawk experience. If you have any problems or concerns with camp procedures, please bring them to the attention of the Camp or Program Director, not the Station Staff.

ADULT LEADERS must agree to abide by the above job description and follow the following camp regulations:

- Wear the official Camp Shirt every day
- Walking shorts may be worn—no very short shorts
- Wear sensible shoes—no open-toe shoes
- Avoid abusive language, swearing, or aggressive behavior
- Smoking or chewing tobacco within view of Scouts is not allowed
- No running in camp except in organized games, as directed by Station Staff
- Always have another adult present when disciplining any child
- No firearms, knives, alcoholic beverages or illegal substances allowed
- Medication is dispensed at the First Aid Station by authorized Camp Staff only

*Your signature on your Registration Form signifies that you have read and understand the above Job Description and agree to serve as an Adult Leader, attend a Training prior to camp, read the training manual completely and abide by its contents, and DO YOUR BEST to participate in a safe and fun Camp Tomahawk experience for all.*

*Please keep this Job Description for your reference.*