

New York State Department of Civil Service
DIVISION OF CLASSIFICATION & COMPENSATION

Classification Standard

Occ. Code 2298200

Conservation Education Camp Counselor, NS

Brief Description of Class Series

Conservation Education Camp Counselors are seasonal positions that ensure the health, safety, and welfare of the campers, and volunteers at the instructional summer camps operated by the Department of Environmental Conservation (DEC) for children ages 11 to 17. Counselors organize and implement a variety of educational and recreational programs and activities designed to increase the campers' awareness of environmental stewardship and related issues.

Positions in this title are only classified at DEC.

Distinguishing Characteristics

Conservation Education Camp Counselor. seasonal; oversees a small group of campers (cabin group) on a 24-hour basis, managing their daily activities; facilitates a positive camp experience; conducts workshops and leads educational activities in areas such as general ecology, aquatic ecology, the forest environment, and current environmental issues; leads field activities such as stream sampling for aquatic life and soil quality testing; coordinates and conducts recreational activities including canoeing, hiking, archery, fishing, swimming, and hunter safety.

Illustrative Duties

Organizes education, recreation, and work projects.

- Meets with other camp staff to plan activities; draws up daily, weekly, and seasonal plans; develops and implements education recreation and work projects; and updates and evaluates activities.

Conducts and oversees the activities of campers on a 24-hour basis.

- Registers and orients campers; instructs and supervises campers in education and recreation projects such as live firing for the hunter safety education program and soil quality testing; and administers first aid to campers if necessary.

- Supervises waterfront activities; supervises and organizes overnight camp-outs; provides entertainment, such as skits, singing, and stories; shuttles campers to and from trail heads; counsels campers who become homesick; and conducts safety tours with campers to inform them of potential hazards; and maintains an awareness of safety concerns in all camp activities.

Participates in the set-up and breakdown of the camp; and assists in the purchasing, inventory and delivery of supplies, materials, and equipment.

Assists in the development and maintenance of camp construction projects.

Assists in public relations and serves as camp liaison between the program and parents/sponsors.

Supports and assists other counselors in the development and completion of camp activities, and maintains a positive attitude towards camp objective and processes.

When camps are operating during a widespread public health crisis, assists in the implementation of health and safety protocols; participates in weekly safety protocol review sessions with all camp staff; and assists in the coordination of any improved or new safety protocols for campers and staff.

May assume authority for the administration of the camp in the absence of the Conservation Education Camp Director.

May be required to serve as a Conservation Education Camp Health Director alternate if incumbent has a New York State emergency medical technician or higher level of certification, such as licensed practical nurse, registered nurse, or physician's assistant.

Minimum Qualifications

Conservation Education Camp Counselor

Open Competitive: 60 semester college credit hours, including at least 12 semester credit hours in natural resources, environmental studies, environmental education, outdoor recreation, STEM [(Science (biology, chemistry, computer, earth, environmental, and physics) Technology, Engineering, and Mathematics)], elementary-middle-secondary-special education, or camp management, or two years of work experience in natural resources, biological sciences, geology, environmental studies, environmental sciences, environmental education, outdoor recreation, elementary-middle-secondary-special education, or camp management; certified in approved first aid courses as required by the New York State Department of Health, such as the American Red Cross Responding to Emergencies or equivalent and in American Red Cross CPR/AED for the Professional Rescuer or equivalent (the CPR/AED certification

must be in its first year); and must have and maintain a current driver's license. Depending upon individual assignments, certification in areas such as American Red Cross Water Safety Instruction or Lifeguard with Waterfront Module may be required. May be required to serve as Conservation Education Camp Health Director alternate if you have a New York State Emergency Medical Technician or higher level of certification, such as licensed practical nurse, registered nurse, or physician's assistant.

Note: Classification Standards illustrate the nature, extent, and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all the work that might be appropriately performed by a class. The minimum qualifications above are those required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum requirements for appointment or examination.

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