

**CAMP FRIEDENSWALD**  
**Sustainability Assistant**  
**Voluntary Service Job Description**

Responsible to: Sustainability and Outdoor Education Director

Basic Qualifications:

1. Willingness to promote Camp Friedenswald's mission and core values
2. Experience working with children and youth, ideally in a leadership position
3. An understanding and commitment to environmental sustainability
4. Knowledge and love of the natural world and an ability to communicate it to others
5. Proven organizational skills and ability to follow through with projects
6. Experience working with Microsoft Office Suite and Google Docs
7. High school diploma and completion of some college level courses

Preferred Qualifications:

1. Bachelor's degree in a related field, such as environmental science, biology, natural resource management, sustainability, or education
2. Experience working with GIS

Responsibilities:

**1. Education (Outdoor Education and Program)**

- a. Assist Sustainability and OE Director with planning, preparing, and teaching classes during outdoor education season and summer programming.
- b. Assist with campfires, night hikes, and other scheduled events during OE season.
- c. Assist in preparing, planning, and teaching nature based activities, environmental education, and sustainability during summer programming.

**2. Environmental Sustainability**

- a. Under guidance of Facilities Director and Sustainability and OE Director, work on ecological restoration projects including, but not limited to, invasive removal, participation in controlled burns, and oak savanna restoration efforts.
- b. Take leadership in maintaining and improving Camp's composting system, including, but not limited to, ensuring compost is being taken out and cared for properly by responsible parties, emptying compost cubes as needed, educating both summer staff and campers/guests about compost, monitoring compost for proper proportions of wood chips to food waste, and regularly checking the temperature of the compost.
- c. Assist with implementing other sustainability goals outlined in the 2022 R&S Plan, with a focus on the environmental sustainability goals. See goals in [R&S Plan Overview](#).
- d. Track metrics and analyze data relating to the R&S plan.
- e. Communicate progress made towards R&S goals with constituents and the wider public through verbal and written communications.

**3. Other**

- a. Participate in the life of the Camp Friedenswald staff community by attending weekly staff meetings.
- b. Assist with dishes, Dining Hall set up, and other tasks as they arise as a part of Camp life.
- c. Work occasional weekend and evening hours as needed (these hours can then be flexed for fewer regular work week hours)

*Updated March 8, 2021*