



# Camp Soles

## JOB DESCRIPTION

### Outdoor Adventure Director

Apply Online at [www.campsoles.org](http://www.campsoles.org) or  
Email resume & cover letter to [fun@campsoles.org](mailto:fun@campsoles.org) or  
Mail to Camp Soles, 134 Camp Soles Lane  
Rockwood, PA 15557

*Camp Soles is located in the Laurel Highlands four-season recreation destination an hour from Pittsburgh, PA. Home to Frank Lloyd Wright's Fallingwater, Ohiopyle Youghiogheny River rafting, Seven Springs Ski Resort and state parks, the Laurel Highlands is a hub for outdoor sports enthusiasts: <https://www.golaurelhighlands.com>*

---

#### Position Summary:

The Outdoor Adventure Director will lead and manage the outdoor adventure staff and oversee all outdoor adventure activities. Activities including rockwall, zipline and other elements, low ropes, campouts/overnights, hiking and nature/critters programs will fall under the supervision of the Outdoor Adventure Director. He/She will ensure a safe and enjoyable experience for the campers and staff in all facets of outdoor adventure.

The Outdoor Adventure Director is a member of the Camp Soles Leadership Team. Leadership team positions are reserved for teachers, coaches, and other experienced childcare professionals who assume leadership roles at camp.

Reports to Assistant Director and Camp Director.

#### Specific Responsibilities:

- Develop and deliver a fun and safe outdoor skills program that is appropriate for the ages and abilities of our campers – deepening their environmental ethic and challenging them to try new things.
- Plan and facilitate activities that encompass skills in nature exploration and flora/fauna identification, outdoor cooking, camping, hiking etc.
- Oversee the set up and break down of all outdoor adventure areas at the start and at end of the summer
- Assist in the training of outdoor adventure staff during staff orientation week
- Manage the physical facilities and equipment including inventory, maintenance and repair and ensuring outdoor adventure areas and equipment are safe and clean and meet all local, state and ACA guidelines
- Be responsible for the health & safety of campers, staff & guests at outdoor adventure activities and ensure staff follow proper procedures and safety guidelines
- Facilitate logistics of campouts/overnights for cabins and groups
- Conduct oneself with good character, integrity, adaptability, enthusiasm, sense of humor, patience, and self- control
- Meet with area staff to discuss climbing wall and low ropes schedules
- Evaluate each staff members performance throughout the summer

- Assist with evening programming and activities and possess the ability to lead an event
- Possess a good sense of humor, and the ability to laugh!
- Participate in and contribute to planning meetings with Camp Director
- Run meals and snacks in conjunction with other staff and Camp Director
- Participate in other aspects of camp life as directed
- Help provide an atmosphere for developing good morale and well-being among the camp family
- Some duties may be reassigned, and other duties may be assigned as required
- Enforce the principles and policies as well as the objectives and philosophy of Camp Soles

**Essential Functions:**

- Be able to lift 20 pounds.
- Be able to carry 15 pounds through varying elevations.
- Walk, hike, and run in varying terrain and elevations.
- Have the ability to work long, hot, and busy days.

This description is a summary of the functions of this position. Other duties may be assigned as needed. Camp Soles reserves the right to review and adjust this job description as business needs dictate.

I have reviewed and understand this job description.

\_\_\_\_\_  
Candidate name

\_\_\_\_\_  
Candidate signature

\_\_\_\_\_  
Date

*Camp Soles is an equal opportunity employer and does not discriminate on the basis of race, color, religious creed, ancestry, age, sex, national origin, disability.*