

**Job Title:** Education Counselor  
**Department:** Education  
**Reports To:** Conservation Program Manager  
**FLSA Status:** Exempt, Seasonal  
**Effective Date:** December 23, 2020



White Oak conserves and sustains some of the earth's rarest species through sustainable conservation breeding, education, and responsible land stewardship. The conservation programs span 700 acres along the St. Marys River in northeast Florida, surrounded by 17,000 acres of mixed forest and wetlands that make up the beautiful White Oak property. The Education Department at White Oak serves as a premier hub offering students the opportunity to experience wildlife conservation first-hand. Summer Camp at White Oak Conservation is an experience like no other, providing students experiences and memories that last a lifetime. Through interactions with endangered wildlife, engagement with our expert staff of zoologists, veterinarians and researchers, team-building activities and various recreational adventures, campers are provided with unique, experiential opportunities every day of the week.

**Position Purpose:**

The primary functions of the Education Counselor job include but are not limited to: ensure the safety and well-being of students under care; deliver education programs; administer medications as directed; transport students within White Oak; monitor residential experiences throughout the night; and provide exceptional summer camp experiences for students. The positions are for male and female camp counselors who will reside in the campers' cabin.

**Responsibilities and Tasks:**

- Group supervision of students with attention to all of the following: program, health, happiness, discipline, cleanliness, safety, routine duties, character and skill development.
- Help plan and deliver education projects and activities.
- Help develop, carry out and evaluate education programs that reflect the goals of White Oak.
- Assume accountability for the health and welfare of campers and ensure the safety and well-being of students under care.
- Understand, follow, interpret, and enforce all camp rules, policies, and procedures.
- Exhibit personal habits, health, dress, speech, and relationships with other staff that serve as a beneficial model to students.
- Live on-site during the camp season and supervise resident experiences, requiring overnight stays at White Oak.
- Work with the Conservation Education staff to find solutions to problems with facilities, programs, and campers.
- Transport students within and/or outside White Oak as needed for education programs.

**Qualifications:**

- At least 19 years of age.
- Minimum of one year of college required with a focus in life sciences and/or education preferred.
- Experience working with children, preferably in a camp setting.
- Experience in informal or formal lesson development and facilitation.
- Coursework/experience in science, nature studies, outdoor education, and/or wildlife.
- Strong verbal communication skills and can speak to large groups of children and adults.
- Flexible approach to daily responsibilities, possess a positive approach to a team environment.
- Must be creative, flexible, and organized.

- Ability to value and respect the opinions and beliefs of others.
- Passion for White Oak's mission and for working with children.
- Ability to work weekends, holidays, and nights.
- CPR, First Aid, and AED adult and pediatric certification.
- Current Lifeguard certification or a willingness to attain certification prior to start.
- Valid driver's license.
- Candidates must submit and pass a Level II background check and submit an affidavit of good moral character.

**Physical Aspects of the Job:**

Candidates must be able to lift 50 lbs. without difficulty, work in adverse weather conditions, and remain on their feet for long periods of time.

Counselors will be expected to work from mid-May until mid-August. There will be at least one week of training prior to the beginning of camp. Counselors will receive housing at White Oak Conservation at no charge for the duration of their employment. Meals will be provided when campers are present. Counselors will have access to select White Oak amenities including a fitness gym. To apply, please submit a resume, cover letter (highlighting any prior camp experience) and three references to [education@white-oak.org](mailto:education@white-oak.org). **Please submit these documents as a single file PDF with the file name: YOURLASTNAME\_CampCounselor\_2021.**