

Job Title: Program Director

Responsible: Camp Director

Position Requirements

- Minimum Age 21
- Registered with the Boy Scouts of America
- National Camp School Certification: Resident Program for Boy Scout and Cub Scout
- Standard First Aid & CPR
- Youth Protection Training
- 1 Year Camp experience or equivalent

Essential Function

- Auditory ability to respond to critical incidents
- Ability to perform routine first aid tasks
- Physical ability to assist in the rescue of staff or campers who may be in danger of being injured
- Ability to observe staff and camper behavior, assess it for appropriateness, enforce safety regulations, carry out emergency procedures, and apply appropriate behavior management techniques
- Ability to plan and carry out activities for staff and campers to be successful

Specific Duties

- Responsible for organizing and implementing the entire summer camp program
- Coordinates scheduling to eliminate conflict
- Provides leadership for the program staff, program areas, and lesson plans. Encourages and supports their operation and formally evaluates each staff member.
- Together with the Camp Director, will help conduct pre-camp and on-going training for the program staff.
- Together with the Camp Director, will conduct leader's meetings and staff meetings.
- Coordinates and/or plans campfires using the talents of the staff and campers.
- Oversees the opening and closing inventories of each program area.
- Receives a closing report from each area director, which includes:
 - A closing inventory
 - An evaluation of each staff member in his area
 - A list of problems encountered during the summer
 - A list of recommendations for the next year, including supply purchases
- Provides basis for improving next year's program through a written report with recommendations at the end of the season.
- Works with unit leaders to improve their own unit program
- Conducts Senior Patrol Leaders Meetings

General Duties

- Must be a role model for all staff members and campers. This includes, but is not limited to, following the Scout Oath, Law, Motto, and Slogan, wearing proper uniform, and carrying out the mission and policies of the Juniata Valley Council and the Boy Scouts of America.
- Keeps records including inventories, safety, advancement, and other necessary reports.
- Insures that the Program Staff keeps accurate records of each camper's and staff member's advancement and collects them on a weekly basis. Responsible for forwarding all advancement records to the council service center.
- Reports maintenance and facility needs to the Camp Ranger
- Carries out other duties as assigned by the Camp Director.

Job Title: Camp Commissioner

Responsible to: Program Director
Camp Director

Position Requirements

- Minimum Age 18
- Registered with the Boy Scouts of America
- Standard First Aid & CPR
- Youth Protection
- 1 year of camp experience or equivalent
- National Camp School Certification (Suggested)

Specific Duties

- Under the supervision of the Camp Director, responsible for training staff in emergency procedures and conducting an emergency drill the first full-day of each camping session
- Oversees training and operating the Volunteer Staff Program
- Encourages health and safety by visiting campsites and evaluating unit progress in dealing with those issues
- Coordinates and oversees unit service projects such as: daily cleaning of shower and restroom facilities
- With the Camp Clerk, keeps accurate inventory of items in the Quartermaster storage
- Oversees the Honor Unit and helps to oversee the Honor Scout program during Boy Scout Resident Camp

Essential Functions

- Auditory ability to respond to critical incidents
- Ability to perform routine first aid tasks
- Physical ability to assist in the rescue of staff or campers who may be in danger of being injured
- Ability to observe staff and camper behavior, assess it for appropriateness, enforce safety regulations, carry out emergency procedures, and apply appropriate behavior management techniques
- Ability to plan and carry out activities for staff and campers to be successful

General Duties

- Must be a role model for all staff members and campers. This includes, but is not limited to, following the Scout Oath, Law, Motto, and Slogan, wearing proper uniform, and carrying out the mission and policies of the Juniata Valley Council, and Boy Scouts of America
- Assists unit leaders in carrying out the Scouting program
- Assists Area Directors and staff in carrying out the Scouting program
- Assists units in obtaining needed equipment and supplies. Reports maintenance and facility needs to the Program or Camp Director
- Assists in welcoming campers and guests so that they will have positive experiences at camp
- Prepares reports as required: this includes a final report with recommendations to the Camp Director
- When possible, participates in all camp wide activities
- Carries out other duties as assigned by the Program or Camp Director

Job Title: Camp Clerk

Responsible to: Business Manager/Advisor

Position Requirements

Minimum Age 15
Registered with the Boy Scouts of America
Youth Protection
Standard First Aid (Recommended)

Specific Duties

Responsible for answering the camp telephone, directing calls to the appropriate person, taking messages, and delivering them in a timely manner
Responsible for monitoring daily visitors to camp by ensuring that all visitors sign in/out the logbook, and issuing a visitors wristband
Assists Business Manager in conducting camp registration and check-in procedures the first day of each camping session
Copies, collates, and prepares business and program materials for other staff members
Responsible for daily posting, receiving, and distribution of all camp mail
Assists trading post staff with store operations as customer demand requires
Assists trading post staff conduct the opening and closing inventories of the trading post
Assists in keeping the business office, grounds and restrooms clean and litter-free

Essential Functions

Auditory ability to respond to critical incident
Ability to perform routine first aid tasks
Physical ability to assist in the rescue if staff or campers who may be in danger of being injured
Ability to observe staff and camper behavior, assess it for appropriateness, enforce safety regulations, carry out emergency procedures, and apply appropriate behavior management techniques
Ability to plan and carry out activities for staff and campers to be successful
Ability to do financial calculations and maintain inventory records

General Duties

Must be a role model for all staff members and campers. This includes, but is not limited to, following the Scout Oath, Law, Motto, and Slogan, wearing proper uniforms, and carrying out the mission and policies of the Juniata Valley Council and the Boy Scouts of America. Must follow all applicable policies and standards of the BSA, the Commonwealth of Pennsylvania, and the United States.
Keeps records, including inventories and any other reports that are necessary.
Reports maintenance and facility needs to the Camp Director. Assists campers and units leaders in any appropriate way as to meet their needs, directly supervise campers in area of responsibility, and create an enjoyable atmosphere. Prepares reports as required; this includes a final report with recommendations to the Camp Director.
When possible, participates in all camp-wide activities.
Carries out other duties as assigned by the Business Manager or Camp Director.

Job Title: Trading Post Staff

Responsible to Business Manager/Advisor

Position Requirements

Minimum Age 15
Registered with the Boy Scouts of America
Youth Protection Trained
Standard First Aid & CPR (Recommended)

Specific Duties

Assist Customers with all purchases and tenders all sales through the cash register or POS system
Reconciles sales daily and turns over all cash and checks to the Business Manager
Prepares pre-ordered t-shirts and orders for weekly distribution to units
Reports inventory re-stocking needs to the Business Manager on an as needed basis
Responsible for conducting the opening and closing inventories of the trading post
Responsible for keeping the trading post, grounds and restrooms clean and litter free

Essential Functions

Auditory ability to respond to critical incident
Ability to perform routine first aid tasks
Physical ability to assist in the rescue of staff or campers who may be in danger of being injured
Ability to observe staff and camper behavior, assess it for appropriateness, enforce safety regulations, carry out emergency procedures, and apply appropriate behavior management techniques
Ability to plan and carry out activities for staff and campers to be successful
Ability to do financial calculations and maintain inventory records

General Duties

Must be a role model for all staff members and campers. This includes, but is not limited to, following the Scout Oath, Law, Motto, and Slogan, wearing proper uniforms, and carrying out the mission and policies of the Juniata Valley Council and the Boy Scouts of America. Must follow all applicable policies and standards of the BSA, the Commonwealth of Pennsylvania, and the United States.
Keeps records, including inventories and any other reports that are necessary.
Reports maintenance and facility needs to the Camp Director. Assists campers and units leaders in any appropriate way as to meet their needs, directly supervise campers in area of responsibility, and create an enjoyable atmosphere. Prepares reports as required; this includes a final report with recommendations to the Camp Director.
When possible, participates in all camp-wide activities.
Carries out other duties as assigned by the Business Manager or Camp Director.

Job Title: Head Cook

Responsible to: Camp Director

Position Requirements

Minimum Age 21
Registered with the Boy Scouts of America
Standard First Aid & CPR
Youth Protection Training
2 Years of food service experience, training or equivalent

Specific Duties

Carries out Food Service Operations at Seven mountains Scout Camp, ensuring conformity to all applicable policies and standards of the BSA, the Commonwealth of Pennsylvania, and the United States
Makes sure Health and Sanitation procedures are followed in food preparation and storage. Keeps records including: inventories, safety, summer foods, hot and cold charts, food and supplies ordered, and any other necessary reports
Prepares daily menus on a weekly rotation. Responsible for ordering food and supplies and forwarding all invoices to the Business Manager
Responsible for training, supervising, and evaluation the Food Service/Dining Hall staff
Responsible for keeping the kitchen and all equipment clean and litter free
Prepares reports as required: including a final closing report to the Camp Director which includes:
 A closing inventory
 Evaluations of dining hall staff
 A list of problems encountered during the summer
 A list of recommendations for the next year, including supply purchases

Essential Functions

Auditory ability to respond to critical incidents
Ability to perform routine first aid task
Ability to lift food cartons as well as large containers in and out of ovens
Physical ability to assist in the rescue of staff or campers who may be in danger of being injured
Ability to observe staff and camper behavior, assess it for appropriateness, enforce safety regulations, carry put emergency procedures, and apply appropriate behavior management techniques
Ability to plan and carry out activities for staff and campers to be successful

General Duties

Must be a role model for all staff members and campers. Tis includes, but is not limited to, following the Scout Oath, Law, Motto, and Slogan, wearing proper uniforms, and carrying out the mission and policies of the Juniata Valley Council and the Boy Scouts of America. Must follow all applicable policies and standards of the BSA, the Commonwealth of Pennsylvania, and the United States.
Insures that food is properly cooked and served on time
Reports maintenance and facility needs to the Camp Director
Carries out other duties as assigned by the Camp Director

Job Title: Assistant Cook

Responsible to: Head Cook

Position Requirements

- Minimum age 18
- Registered with the Boy Scouts of America
- Youth Protection Training
- 2 years of food service experience, training, or equivalent
- Standard First Aid & CPR (Recommended)

Specific Duties

- Under of the Supervision of the Head Cook, carries out Food Service Operations at Seven Mountains Scout Camp, making sure that it conforms to all applicable policies and standards of the BSA, the Commonwealth of Pennsylvania, and the United States.
- Assists in making sure Health and Sanitation procedures are followed in food preparation and storage. Keeps records including: inventories, safety, summer foods program, hot and cold charts, food and supplies ordered, and any other necessary reports
- Assists in keeping the kitchen and all equipment clean and litter free

Essential Functions

- Auditory ability to respond to critical incidents
- Ability to perform routine first aid task
- Ability to lift food cartons as well as large containers in and out of ovens
- Physical ability to assist in the rescue of staff or campers who may be in danger of being injured
- Ability to observe staff and camper behavior, assess it for appropriateness, enforce safety regulations, carry put emergency procedures, and apply appropriate behavior management techniques
- Ability to plan and carry out activities for staff and campers to be successful

General Duties

- Must be a role model for all staff members and campers. Tis includes, but is not limited to, following the Scout Oath, Law, Motto, and Slogan, wearing proper uniforms, and carrying out the mission and policies of the Juniata Valley Council and the Boy Scouts of America. Must follow all applicable policies and standards of the BSA, the Commonwealth of Pennsylvania, and the United States.
- Insures that food is properly cooked and served on time
- Reports maintenance and facility needs to the Camp Director
- Carries out other duties as assigned by the Head Cook and/or Camp Director

Job Title: Dining Hall Steward

Responsible to: Head Cook

Position Requirements

Minimum Age 16, Recommended Age 18
Registered with the Boy Scouts of America
Youth Protection Training
Standard First Aid & CPR (Recommended)

Specific Duties

Responsible for entire dining hall operations
Responsible to assign tables to units the first day of each camping session
Ensures that each table has a waiter and oversees that they set and clean all tables properly
Gives leadership and assistance to waiters
Ensures that food is served in an orderly fashion
Works with the Program Director in planning the dining hall program
Maintains food consumption records to reconcile with the summer food program. Ensures that the daily meal registration form is filled out by all leaders
Responsible for keeping the dining hall facilities and grounds clean and litter free

Essential Functions

Auditory ability to respond to critical incidents
Ability to perform routine first aid task
Ability to lift food cartons as well as large containers in and out of ovens
Physical ability to assist in the rescue of staff or campers who may be in danger of being injured
Ability to observe staff and camper behavior, assess it for appropriateness, enforce safety regulations, carry out emergency procedures, and apply appropriate behavior management techniques
Ability to plan and carry out activities for staff and campers to be successful

General Duties

Must be a role model for all staff members and campers. This includes, but is not limited to, following the Scout Oath, Law, Motto, and Slogan, wearing proper uniforms, and carrying out the mission and policies of the Juniata Valley Council and the Boy Scouts of America.
Assists in unloading of new inventory from delivery trucks and stores properly
Reports maintenance and facility needs to the Head Cook
Carries out other duties as assigned by the Head Cook and/or Camp Director

Job Title: Aquatics Director

Responsible to: Program Director

Position Requirements

Minimum Age 21

Registered with the Boy Scouts of America

National Camping School Certification- Aquatics Director

Youth Protection Training

Standard First Aid & CPR

Specific Duties

Oversees the Aquatics program at Seven Mountains Scout Camp, making sure it conforms to all applicable policies and standards of the BSA, the Commonwealth of Pennsylvania, and the United States

Responsible for training, supervising, and evaluating the Aquatics Program Staff

Conducts Safe Swim Defense and Safety Afloat presentations for each camp session

Responsible for keeping the aquatics facilities, grounds and restrooms clean and litter free

Ensures the Aquatics Staff keeps accurate records of each camper's and staff member's advancement and submits them to the Program Director on a weekly basis

Prepares reports as required; including a final closing report to the Program Director which includes:

- A Closing Inventory

- An evaluation of each aquatics staff member

- A list of problems encountered

- A list of recommendations for the next year, including supply purchases

Essential Functions

Auditory ability to respond to critical incidents

Ability to perform routine first aid tasks

Proficiency in swimming, lifesaving, canoeing, rowing, kayaking, and other associated skills

Physical ability to assist in the rescue of staff or campers who may be in danger of being injured

Physical ability to lead aquatic rescue operations

Physical capability to withstand extended periods of time in and around water and its associated environments

Ability to observe staff and camper behavior, assess it for appropriateness, enforce safety regulations, carry out emergency procedures, and apply appropriate behavior management techniques

Ability to plan and carry out activities for staff and campers to be successful

General Duties

Must be a role model for all staff members and campers. This includes, but is not limited to, following the Scout Oath, Law, Motto, and Slogan, wearing proper uniform, and carrying out the mission of the Juniata Valley Council and the Boy Scouts of America

Keeps records including inventories, safety, advancement, and any other necessary reports

Reports maintenance and facility needs to the Program Director

Participates in all camp wide activities

Carries out other duties as assigned by the Program Director and/or Camp Director

Job Title: Waterfront/ Assistant Aquatics Director

Responsible to: Aquatics Director

Position Requirements

- Minimum Age 18
- Registered with the Boy Scouts of America
- Standard First Aid & CPR
- Youth Protection Training

Specific Duties

- Under the supervision of the Aquatics Director, oversees the Waterfront area at the Seven Mountains Scout Camp, making sure it conforms to all applicable policies and standards of the BSA, the Commonwealth of Pennsylvania, and the United States
- Assists Aquatics Director in training, supervising, and evaluation the Aquatics program staff
- Assists Aquatics Director in conduction Safe Swim Defense and Safety Afloat during each camp session
- Assists in keeping the aquatics facilities, grounds, and restrooms clean and litter free

Essential Functions

- Auditory ability to respond to critical incidents
- Ability to perform routine first aid tasks
- Proficiency in swimming, lifesaving, canoeing, rowing, kayaking, and other associated skills
- Physical ability to assist in the rescue of staff or campers who may be in danger of being injured
- Physical ability to assist Aquatics Director in leading aquatic rescue operations
- Physical capability to withstand extended periods of time in and around water and its associated environments
- Ability to observe staff and camper behavior, assess it for appropriateness, enforce safety regulations, carry out emergency procedures, and apply appropriate behavior management techniques
- Ability to plan and carry out activities for staff and campers to be successful

General Duties

- Must be a role model for all staff members and campers. This includes, but is not limited to, following the Scout Oath, Law, Motto, and Slogan, wearing proper uniform, and carrying out the mission of the Juniata Valley Council and the Boy Scouts of America
- Keeps records including inventories, safety, advancement, and any other necessary reports
- Reports maintenance and facility needs to the Program Director
- Participates in all camp wide activities
- Carries out other duties as assigned by the Program Director and/or Camp Director

Job Title: Nature Director

Responsible to: Program Director

Position Requirements

Minimum Age 18
Registered with the Boy Scouts of America
Youth Protection Training
National Camping School Certification- Ecology and Conservation Director (Recommended)
Standard First Aid & CPR (Recommended)

Specific Duties

Sets up and operates the Ecology/ Conservation Merit Badge program approved by the Program Director
Locates and maintains natural teaching aids such as nature trails and exhibits
Knows the natural history, ecology, and conservation of camp
Plans, carries out, follows up, and submits a written report concerning the status of weekly conservation projects carried out in camp
Ensures that the Nature Staff keeps accurate records of each camper's and staff member's advancement and submits them to the Program Director on a weekly basis
Responsible for keeping the nature facilities and grounds clean and litter free
Prepares reports as required; including a final closing report to the Program Director which includes:
 A Closing Inventory
 An evaluation of each nature staff member
 A list of problems encountered
 A list of recommendations for the next year, including supply purchases

Essential Functions

Auditory ability to respond to critical incidents
Ability to perform routine first aid tasks
Physical ability to assist in the rescue of staff or campers who may be in danger of being injured
Ability to observe staff and camper behavior, assess it for appropriateness, enforce safety regulations, carry out emergency procedures, and apply appropriate behavior management techniques
Ability to plan and carry out activities for staff and campers to be successful

General Duties

Must be a role model for all staff members and campers. This includes, but is not limited to, following the Scout Oath, Law, Motto, and Slogan, wearing proper uniform, and carrying out the mission of the Juniata Valley Council and the Boy Scouts of America
Keeps records including inventories, safety, advancement, and any other necessary reports
Reports maintenance and facility needs to the Program Director
Participates in all camp wide activities
Carries out other duties as assigned by the Program Director and/or Camp Director

Job Title: Handicraft Director

Responsible to: Program Director

Position Requirements

Minimum Age 18
Registered with the Boy Scouts of America
Youth Protection Training
Standard First Aid & CPR (Recommended)

Specific Duties

Sets up and operates the Handicraft Program approved by the Program Director
Ensures that the Handicraft staff keeps accurate records of each camper's and staff member's advancement and submits them to the Program Director on a weekly basis
Responsible for keeping the Handicraft facilities and grounds clean and litter free
Prepares reports as required; including a final closing report to the Program Director which includes:
 A Closing Inventory
 An evaluation of each handicraft staff member
 A list of problems encountered
 A list of recommendations for the next year, including supply purchases

Essential Function

Auditory ability to respond to critical incidents
Ability to perform routine first aid tasks
Physical ability to assist in the rescue of staff or campers who may be in danger of being injured
Ability to observe staff and camper behavior, assess it for appropriateness, enforce safety regulations, carry out emergency procedures, and apply appropriate behavior management techniques
Ability to plan and carry out activities for staff and campers to be successful

General Duties

Must be a role model for all staff members and campers. This includes, but is not limited to, following the Scout Oath, Law, Motto, and Slogan, wearing proper uniform, and carrying out the mission of the Juniata Valley Council and the Boy Scouts of America
Keeps records including inventories, safety, advancement, and any other necessary reports
Reports maintenance and facility needs to the Program Director
Participates in all camp wide activities
Carries out other duties as assigned by the Program Director and/or Camp Director

Job Title: Shooting Sports Director

Responsible to: Program Director

Position Requirements

Minimum Age 21
Registered with the Boy Scouts of America
National Camping School Certification- Shooting Sports
Standard First Aid & CPR
Youth Protection Training

Specific Duties

Oversees the Shooting Sports program at Seven Mountains Scout Camp, making sure that it conforms to all applicable policies and standards of the BSA, the Commonwealth of Pennsylvania, and the United States
Responsible for training, supervising, and evaluation the Shooting Sports program staff
Ensures that the Shooting Sports staff keeps accurate records of each camper's and staff member's advancement and submits them to the Program Director on a weekly basis
Oversees and encourages troop rifle and shotgun shoots
Responsible for keeping the shooting sports facilities, grounds, and restrooms clean and litter free
Prepares reports as required; including a final closing report to the Program Director which includes:
 A Closing Inventory
 An evaluation of each handicraft staff member
 A list of problems encountered
 A list of recommendations for the next year, including supply purchases

Essential Function

Auditory ability to respond to critical incidents
Ability to perform routine first aid tasks
Physical ability to assist in the rescue of staff or campers who may be in danger of being injured
Ability to observe staff and camper behavior, assess it for appropriateness, enforce safety regulations, carry out emergency procedures, and apply appropriate behavior management techniques
Ability to plan and carry out activities for staff and campers to be successful

General Duties

Must be a role model for all staff members and campers. This includes, but is not limited to, following the Scout Oath, Law, Motto, and Slogan, wearing proper uniform, and carrying out the mission of the Juniata Valley Council and the Boy Scouts of America
Keeps records including inventories, safety, advancement, and any other necessary reports
Reports maintenance and facility needs to the Program Director
Participates in all camp wide activities
Carries out other duties as assigned by the Program Director and/or Camp Director

Job Title: Archery Director

Responsible to: Program Director

Position Requirements

- Minimum Age 18
- Registered with the Boy Scouts of America
- Archery Director Certification
- Youth Protection Training
- Standard First Aid & CPR (Recommended)

Specific Duties

Under the supervision of the Shooting Sports Director, oversees the Archery program at Seven Mountains Scout Camp, making sure it conforms to all applicable policies and standards of the BSA, the Commonwealth of Pennsylvania, and the United States

Oversees and encourages troop archery shoots

Assists in keeping the shooting sports facilities, grounds, and restrooms clean and litter free
Prepares reports as required; including a final closing report to the Program Director which includes:

- A Closing Inventory
- A list of problems encountered
- A list of recommendations for the next year, including supply purchases

Essential Functions

Auditory ability to respond to critical incidents

Ability to perform routine first aid tasks

Physical ability to assist in the rescue of staff or campers who may be in danger of being injured

Ability to observe staff and camper behavior, assess it for appropriateness, enforce safety regulations, carry out emergency procedures, and apply appropriate behavior management techniques

Ability to plan and carry out activities for staff and campers to be successful

General Duties

Must be a role model for all staff members and campers. This includes, but is not limited to, following the Scout Oath, Law, Motto, and Slogan, wearing proper uniform, and carrying out the mission of the Juniata Valley Council and the Boy Scouts of America

Keeps records including inventories, safety, advancement, and any other necessary reports

Reports maintenance and facility needs to the Program Director

Participates in all camp wide activities

Carries out other duties as assigned by the Program Director and/or Camp Director

Job Title: Scoutcraft Director

Responsible to: Program Director

Position Requirements

- Minimum age 18
- Registered with the Boy Scouts of America Youth Protection
- National Camping School- Outdoor Skills Director (Recommended)
- Standard First Aid & CPR (Recommended)

Specific Duties

- Sets up and operates a Scoutcraft Merit Badge program approved by the Program Director
- Responsible for planning and oversee all overnight outposts conducted at camp
- Conducts Leave No Trace and Trek Safely trainings during each camping session
- Ensures that the Scoutcraft staff keeps accurate records of each camper's and staff member's advancements and submits them to the Program Director on a weekly basis
- Prepares reports as required; including a final closing report to the Program Director which includes:
 - A Closing Inventory
 - An evaluation of each scoutcraft staff member
 - A list of problems encountered
 - A list of recommendations for the next year, including supply purchases

Essential Function

- Auditory ability to respond to critical incidents
- Ability to perform routine first aid tasks
- Physical ability to assist in the rescue of staff or campers who may be in danger of being injured
- Ability to observe staff and camper behavior, assess it for appropriateness, enforce safety regulations, carry out emergency procedures, and apply appropriate behavior management techniques
- Ability to plan and carry out activities for staff and campers to be successful

General Duties

- Must be a role model for all staff members and campers. This includes, but is not limited to, following the Scout Oath, Law, Motto, and Slogan, wearing proper uniform, and carrying out the mission of the Juniata Valley Council and the Boy Scouts of America
- Keeps records including inventories, safety, advancement, and any other necessary reports
- Reports maintenance and facility needs to the Program Director
- Participates in all camp wide activities
- Carries out other duties as assigned by the Program Director and/or Camp Director

Job Title: Netami Scoutmaster

Responsible to: Program Director

Position Requirements

- Minimum Age 18
- Registered with the Boy Scouts of America
- Youth Protection Training
- National Camping School- First Year Scout Director (Recommended)
- Standard First Aid & CPR (Recommended)
- Scoutmaster/Assistant Scoutmaster Experience (Suggested)

Specific Duties

- Sets up and operates a First Year Scout program approved by the Program Director
- Responsible for planning and overseeing a weekly 5 mile hike
- Ensures that the Netami staff keeps accurate records of Camper's and staff member's advancement and submits them to the Program Director on a weekly basis
- Prepares reports as required; including a final closing report to the Program Director which includes:
 - A Closing Inventory
 - An evaluation of each Netami staff member
 - A list of problems encountered
 - A list of recommendations for the next year, including supply purchases

Essential Function

- Auditory ability to respond to critical incidents
- Ability to perform routine first aid tasks
- Physical ability to assist in the rescue of staff or campers who may be in danger of being injured
- Ability to observe staff and camper behavior, assess it for appropriateness, enforce safety regulations, carry out emergency procedures, and apply appropriate behavior management techniques
- Ability to plan and carry out activities for staff and campers to be successful

General Duties

- Must be a role model for all staff members and campers. This includes, but is not limited to, following the Scout Oath, Law, Motto, and Slogan, wearing proper uniform, and carrying out the mission of the Juniata Valley Council and the Boy Scouts of America
- Keeps records including inventories, safety, advancement, and any other necessary reports
- Reports maintenance and facility needs to the Program Director
- Participates in all camp wide activities
- Carries out other duties as assigned by the Program Director and/or Camp Director

Job Title: Program Staff Member

Responsible to: Area Director

Position Requirements

Minimum Age 15
Registered with the Boy Scouts of America
Youth Protection Training

Specific Duties

Directly supervises campers in area of responsibility. Follows the guidelines for teaching merit badges or conduction of other activities. Reports any problem or concerns to area director
Assists in maintaining inventories, safety, and advancement records
Assists in keeping the program facilities, grounds, and restrooms clean and litter free

Essential Function

Auditory ability to respond to critical incidents
Ability to perform routine first aid tasks
Physical ability to assist in the rescue of staff or campers who may be in danger of being injured
Ability to observe staff and camper behavior, assess it for appropriateness, enforce safety regulations, carry out emergency procedures, and apply appropriate behavior management techniques
Ability to plan and carry out activities for staff and campers to be successful

General Duties

Must be a role model for all staff members and campers. This includes, but is not limited to, following the Scout Oath, Law, Motto, and Slogan, wearing proper uniform, and carrying out the mission of the Juniata Valley Council and the Boy Scouts of America
Keeps records including inventories, safety, advancement, and any other necessary reports
Reports maintenance and facility needs to the Program Director
Participates in all camp wide activities
Carries out other duties as assigned by the Area Director, Program Director and/or Camp Director

Job Title: Health Officer

Responsible to: Camp Director

Position Requirements

Minimum Age 18

Registered with the Boy Scouts of America

Minimum Certification of: EMT, RN, LPN, LVN, PA, Paramedic, Physician, EMR

Professional Rescuer CPR

Youth Protection Training

Specific Duties

Carries out Health and Safety Operations at Seven Mountains Scout Camp, making sure it conforms to all applicable policies and standards of the BSA, Commonwealth of Pennsylvania, and the United States. Keeps records including: inventories, safety, accidents, medicines issues, health forms, first aid logs, and any other necessary reports

Conducts medical rechecks when staff and campers arrive at camp

Supervises administration of medication to staff members and campers and records in log book.

Properly stores all medication in secure fashion

Administers First Aid as needed. Consults with appropriate personnel (Camp Physician, Camp Director, parents of minors, etc) regarding appropriate actions. Records in logbook

Refers counseling issues to Camp Director and/or Chaplain

Teaches First Aid and Emergency Preparedness Merit Badges, and any other as determined by the Program Director. *Health and Safety duties take precedence over merit badge instruction*

Keeps accurate records of each camper's and staff member's advancement and submits them to the Program Director on a weekly basis

Responsible for keeping the health office and grounds clean, sanitary, and litter free

Prepares reports as required; including a final closing report to the Program Director which includes:

- A Closing Inventory

- A list of problems encountered

- A list of recommendations for the next year, including supply purchases

Essential Function

Auditory ability to respond to critical incidents

Ability to perform routine first aid tasks

Physical ability to assist in the rescue of staff or campers who may be in danger of being injured

Ability to observe staff and camper behavior, assess it for appropriateness, enforce safety regulations, carry out emergency procedures, and apply appropriate behavior management techniques

Ability to plan and carry out activities for staff and campers to be successful

General Duties

Must be a role model for all staff members and campers. This includes, but is not limited to, following the Scout Oath, Law, Motto, and Slogan, wearing proper uniform, and carrying out the mission of the Juniata Valley Council and the Boy Scouts of America

Keeps records including inventories, safety, advancement, and any other necessary reports

Reports maintenance and facility needs to the Program Director

Participates in all camp wide activities

Carries out other health and safety duties as assigned by the Camp Director, Camp Physician, or Scout Executive

Job Title: Kitchen Assistant

Responsible To: Head Cook

Position Requirements

- Minimum Age 15
- Registered with the Boy Scouts of America
- Youth Protection Training
- Standard First Aid & CPR (Recommended)

Specific Duties

- Assists Head and Assistant Cook with Kitchen Operations
- Assists Dining Hall Steward with Dining Hall Operations
- Responsible for cleaning and storing all dish-ware, utensils, serving and cooking equipment after each meal
- Assists in keeping Dining Hall facilities and grounds clean and litter free

Essential Function

- Auditory ability to respond to critical incidents
- Ability to perform routine first aid tasks
- Ability to lift food cartons as well as large containers
- Physical ability to assist in the rescue of staff or campers who may be in danger of being injured
- Ability to observe staff and camper behavior, assess it for appropriateness, enforce safety regulations, carry out emergency procedures, and apply appropriate behavior management techniques
- Ability to plan and carry out activities for staff and campers to be successful

General Duties

- Must be a role model for all staff members and campers. This includes, but is not limited to, following the Scout Oath, Law, Motto, and Slogan, wearing proper uniform, and carrying out the mission of the Juniata Valley Council and the Boy Scouts of America
- Works with the Head Cook in the serving of food and the returning of food and dishes to the kitchen following meals
- Unloads new inventory from delivery trucks and stores properly
- Reports maintenance and facility needs to the Program Director
- When possible, participates in all camp wide activities
- Carries out other duties as assigned by the Head Cook or Camp Director