

## Denver Area Council – Tahosa High Adventure Base

<b>Job Title:</b>	CIT Director	<b>Property:</b>	Tahosa High Adventure Base
<b>Camp/Department:</b>	Administration	<b>Salary Level:</b>	Grade 3
<b>Location:</b>	173 County Road 96 Ward, CO 80481	<b>Staff Supervisor?:</b>	Yes
<b>Reports to:</b>	Camp Director	<b>Certifications Req:</b>	No
<b>Will Certify Applicant?:</b>	Not Required	<b>Driving Required?</b>	Yes

### Job Summary

The CIT Director will oversee the Counselor In Training program in all aspects as far as training, evaluation and teaching.

### Job Description

#### ROLE AND RESPONSIBILITIES

- Assist the Camp Director with interviewing and hiring Counselors in Training.
- Plan, organize and execute a Counselor In Training plan for training.
- Assign CIT's to areas or Camp Staff partners to experience different areas, departments, and roles within the camp.
- Supervise the CIT's.
- Evaluate the CIT's and prepare a written evaluation at the end of their volunteer term indicating if they are recommended or not to be paid staff. Make recommendations for future jobs, duties and assignments.
- Notify the Camp Director of CIT issues. Assist with discipline.
- Participate in camp-wide activities.
- Assist in the set up and take down of camp facilities.
- Other duties as assigned.

#### CERTIFICATIONS & REQUIRED TRAINING

- CPR, AED, First Aid, Prior to Start of Camp (Provided if Needed)
- Youth Protection (Online Prior to Camp)
- BSA Program Safety (Online Prior to Camp)
- FEMA Multi-Hazard Planning for Child Care (Online Prior to Camp)
- BSA Unlawful Harassment Prevention (Online Prior to Camp)
- Standard Precautions Training (Provided by the Council)

#### REQUIRED FOR THE JOB

- Must be able to read, speak and write the English language
- Must be able to work outdoors at an elevation of 9,000+ feet above sea level in varying weather conditions
- Must be 18 years of age or older
- Must be able to pass a background check from the TRAILS database, CBI and the FBI
- Must be able to become a member of the Boy Scouts of America
- Must have a valid drivers license and history insurable by the insurance company for the Council

#### DIRECTLY SUPERVISES

- Counselors In Training

**ADDITIONAL NOTES**

- This position may be combined with another with in camp.