

Job Description

JOB TITLE: Per Diem Staff	FLSA: Non-exempt
DEPARTMENT: GSHNJ Camps	SALARY RANGE: \$15.92 to \$20 per hour
REPORTS TO: Camp Director	Date: April 2026

As Girl Scouts, we are committed to the mission of the organization. Our core values guide us in our everyday actions as we strive to fulfill the mission. We uphold these core values in our own work and promote them to our volunteers. They represent what we believe in, what we stand for, and how we approach everything we do. All staff at Girl Scouts Heart of New Jersey are expected to model the behaviors and core values of an HNJGIRL: Honesty, Inclusion, Joyfulness, Grace, Integrity, Respect, and Leadership.

JOB SUMMARY:

The Per Diem Camp Staff supports the delivery of engaging camp programming on an as-needed basis. This role is responsible for assisting with and leading activities in assigned program areas they are trained and qualified to facilitate (e.g., archery), ensuring a safe, positive, and well-supervised experience for all participants.

MAJOR ACCOUNTABILITIES:

- Set up, lead and break down the assigned area they are instructing.
- Assist in guiding activities and experiences with an emphasis on the Girl Scout program.
- Serve as a positive role model by actively leading, guiding, and engaging with campers, encouraging participation in all activities.
- Communicate all concerns including behavioral issues, maintenance issues, program needs in a timely manner to the Camp Director.
- Work collaboratively as part of the camp team, follow direction, and carry out responsibilities as assigned by the Camp Director.
- Ensure standards of quality are met regarding conditions of the facility and equipment
- Document and report incidents, injuries, or property damage to the Site Director and/or Camp Director.
- Knowledge and compliance with GSHNJ, Local, State, Federal, Youth Camp, and ACA health and safety standards, including adherence with all procedures and protocols related to communicable diseases such as measles, rabies, and COVID-19.

JOB QUALIFICATIONS:

- Must be at least 15 years of age.
- Appropriate certification if leading waterfront activities, archery, ropes or other areas that require certification.
- Current certification in First Aid, CPR, and AED child and adult or willing to attend required training.
- Exhibits maturity, reliability, responsibility, sound judgment, patience, strong interpersonal skills, and a sense of humor.
- Ability and desire to work with girls and adults in a camp setting.
- Ability to communicate clearly, to be flexible and adaptable, and to remain calm in an emergency.
- Have an understanding of the capabilities, needs, and interests of children.
- Have an appreciation for nature, the outdoors and camping.
- Become a registered member of Girl Scouts and maintain membership for duration of employment.

Girl Scouts Heart of New Jersey is an Equal Opportunity Employer and does not discriminate against any employee or applicant for employment because of race, color, sex, age, national origin, religion, sexual orientation, gender identity, status as a veteran, basis of disability, or any other federal, state or local protected class.

Employer reserves the right to change the job descriptions at any time.