



115 East 4<sup>th</sup>, Suite 215 Ellensburg, WA 98926  
509-551-8807 [keen@keenetwork.org](mailto:keen@keenetwork.org) [www.keen-ycic.org](http://www.keen-ycic.org)

**Job Title:** KEEN Summer Camp and Adventure Programming Leader

**Organization:** Kittitas Environmental Education Network (KEEN)

**Location:** Kittitas County, WA

**Position Type:** Part-Time (January-May), Full-Time Seasonal (10 weeks in summer)

**Position Summary:**

KEEN seeks a dynamic and dedicated Summer Camp and Adventure Programming Leader to spearhead our adventure-based and environmental education programs. This role will lead KEEN's established programs, including after-school, summer, and 4th-grade camps, as well as school-year adventures. Starting part-time in January, this position will transition to full-time during the 10-week summer camp season, pending successful achievement of fundraising and camp registration goals.

The ideal candidate will have a strong foundation in youth outdoor education, a passion for environmental stewardship, and the organizational skills necessary to manage staff, logistics, and safety.

**Key Responsibilities:**

- **Program Implementation:** Lead and implement KEEN's wide range of programs, including summer and 4th-grade camps, afterschool activities, and year-round adventure trips. Develop new program ideas as needed to meet community needs.
- **Adventure Leadership:** Design and guide outdoor adventures during the school year, incorporating environmental education and nature-based experiences for youth.
- **Camp Management:** Plan, organize, and manage KEEN's summer camp programs, including curriculum planning, scheduling, and safety protocols.
- **Outreach and Recruitment:** Actively participate in outreach initiatives to recruit camp participants and increase community engagement with KEEN's programs.
- **Staff Hiring and Training:** Recruit, hire, and manage seasonal camp staff. Provide thorough training in both program curriculum and wilderness first aid.
- **Safety and First Aid Instruction:** Ensure all activities adhere to safety standards. Teach and train staff in first aid and wilderness preparedness.
- **Trip Planning:** Oversee the planning, logistics, and safety assessments for field trips and outdoor excursions, including managing transportation, equipment, and emergency plans.



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### **Required Qualifications:**

- **Experience in Youth Education:** Proven track record of working with youth in an educational or outdoor setting, with skills in group management and teaching.
- **Knowledge of Washington Outdoors:** Familiarity with local flora, fauna, geography, and Washington state's unique environmental landscape.
- **Organizational and Planning Skills:** Highly organized with excellent follow-through. Able to manage multiple projects and adhere to deadlines.
- **First Aid Certification:** Certified in wilderness first aid or higher; ability to train others is a plus.
- **Public Outreach Skills:** Strong communication skills and ability to engage with diverse communities.
- **Creative and Reliable:** Demonstrates creativity in program design and problem-solving, with a commitment to reliability and consistency.

### **Preferred Qualifications:**

- Background in environmental science, education, or outdoor recreation.
- Experience in grant writing or fundraising for program support.
- Ability to develop and implement culturally relevant programs for diverse youth populations.
- Spanish language proficiency is a plus.

### **Compensation:**

This is a part-time position starting in January, transitioning to full-time for 10 weeks during the summer. Competitive pay, based on experience, starts at \$22/hour, with potential for additional hours and a transition to full time through fundraising and program growth.

### **To Apply:**

Submit a resume, cover letter, and three references to KEEN Executive Director Jill Scheffer at [keen@keenetwork.org](mailto:keen@keenetwork.org). Applications will be reviewed on a rolling basis until filled.

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This role is a unique opportunity to join KEEN's team in connecting youth with the wonders of the natural world through meaningful, hands-on outdoor experiences. We welcome applicants who are passionate about environmental education and ready to inspire the next generation of environmental stewards.



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