

Erie County 4-H Camp, Inc. Kelleys Island, Ohio, Lake Erie

Job Description

Position: **Craft Instructor**

Craft Instructor teaches craft sessions to incoming groups. Job includes the following duties:

1. Communicate with each visiting director before their camp to plan craft sessions.
2. Plan, outline and practice your craft presentation for campers.
3. Make models of crafts that will be made and display them in the craft barn.
4. Order supplies before they are needed. Place orders through the Executive Director.
5. Teach sessions planned in camp program.
6. Have sessions set up before the start of each session.
7. Responsible for keeping craft barn neat and orderly.
8. Maintain friendly, helpful attitude toward campers and staff at all times.
9. Staff rotation duties.
10. Assist in daily cleaning of staff house.
11. All other duties assigned by the Executive Director.