



# MARINEQUEST

UNCW University of North Carolina Wilmington

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## MarineQuest Job Descriptions

MarineQuest invites you to become part of one of the most unique marine and environmental education summer camp programs in the country. Serving coastal North Carolina for more than 25 years, UNCW MarineQuest offers fun-filled, week-long camps for ages 5-16, two-week camps for ages 15-16, and a new three-week camp for ages 16-17. As summer 2009 approaches, we are currently looking for staff to fill both our day instructor and evening staff positions.

Below you will find a list of our positions. Each camp has specific needs corresponding to the ages of the campers. Simply click on the camp name for more details. Please look over these job descriptions and identify which age/camp/position best compliments your experience.

Staff members interested in on-campus summer housing may contact [Courtney Pickett](#) for more details.

### To Apply

Please submit resume and corresponding job application for the position you are applying for to:

MarineQuest  
c/o Courtney Pickett  
UNCW Center for Marine Science  
5600 Marvin Moss Lane  
Wilmington, NC 28409

Or by Email to [marinequest@uncw.edu](mailto:marinequest@uncw.edu)

### Application Deadline

To be considered in the FIRST round of selection, your application and resume must be received by **February 27<sup>th</sup>, 2009**. To be considered for any remaining positions in the SECOND round of selection, your application and resume must be received by **May 1<sup>st</sup>, 2009**. Applications may still be submitted after these deadlines and will be considered for any remaining positions at that time.

## Day Staff

### **Summer Camp Instructor – Sea Squirts (2 full positions)**

Duties:

1. Provide “hands-on, feet-wet” instruction for campers age 5-6
2. Supervise campers in classroom, in field, and during snack
3. Provide first aid to campers
4. Behavior management
5. General clean up and maintenance of camp

Qualifications:

1. Must be able to lead and participate in outdoor learning experiences (rain or shine)



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2. Must have strong oral communication skills to communicate effectively with campers, parents, and staff
3. Must demonstrate initiative and leadership qualities
4. Must have previous experience and desire to work with young children
5. Knowledge of local marine habitats is a plus
6. CPR/First Aid is required (preference for those who already have certification, training will be provided for those that do not)
7. Lifeguard Certification is preferred

## Terms of Employment:

1. June 8 through August 7 Monday through Friday
2. Training during the week of June 8 through June 12
3. Average work week is 22.5 hours, from 7:45am-12:15pm
4. Pay rate is \$7.25 - \$9 per hour, dependent on qualifications
5. Employment is subject to a criminal and Homeland Security background check

## **Summer Camp Instructor – Sea Safari (2 full positions)**

### Duties:

1. Provide “hands-on, feet-wet” instruction for campers age 6-7
2. Supervise campers in classroom, in field, and during snack
3. Provide first aid to campers
4. Behavior management
5. General clean up and maintenance of camp

### Qualifications:

1. Must be able to lead and participate in outdoor learning experiences (rain or shine)
2. Must have strong oral communication skills to communicate effectively with campers, parents, and staff
3. Must demonstrate initiative and leadership qualities
4. Must have previous experience and desire to work with young children
5. Knowledge of local marine habitats is a plus
6. CPR/First Aid is required (preference for those who already have certification, training will be provided for those that do not)
7. Lifeguard Certification is preferred

## Terms of Employment:

1. June 8 through August 7 Monday through Friday
2. Training during the week of June 8 through June 12
3. Average work week is 22.5 hours, from 7:45am-12:15pm
4. Pay rate is \$7.25 - \$9 per hour, dependent on qualifications
5. Employment is subject to a criminal and Homeland Security background check

## **Summer Camp Instructor – Sea Camp (3 positions)**

### Duties:

1. Provide “hands-on, feet-wet” instruction for campers age 7-8
2. Supervise campers in classroom, in field, and during lunch
3. Provide first aid to campers
4. Behavior management
5. General clean up and maintenance of camp



## Qualifications:

1. Must be able to lead and participate in outdoor learning experiences (rain or shine)
2. Must have strong oral communication skills to communicate effectively with campers, parents, and staff
3. Must demonstrate initiative and leadership qualities
4. Must have previous experience and desire to work with youth
5. Preference is for candidates who have already completed a bachelors degree in a field of study related to the marine sciences. Minimum requirement is two years towards a bachelors degree in a field of study related to the marine sciences.
6. Knowledge of local marine habitats is a plus
7. CPR/First Aid is required (preference for those who already have certification, training will be provided for those that do not)
8. Lifeguard Certification is preferred

## Terms of Employment:

1. June 8 through August 7 Monday through Friday
2. Training during the week of June 8 through June 12
3. Average work week is 40 hours from 7:45am-4:15pm Monday-Thursday, and 7:45am-1:45pm Friday.
4. Pay rate is \$7.25 - \$9 per hour, dependent on qualifications
5. Employment is subject to a criminal and Homeland Security background check

## **Summer Camp Instructor – Sea SI (2 positions)**

### Duties:

1. Provide “hands-on, feet-wet” instruction for campers age 9-10
2. Supervise campers in classroom, in field, and during lunch
3. Provide first aid to campers
4. Behavior management
5. General clean up and maintenance of camp

## Qualifications:

1. Must be able to lead and participate in outdoor learning experiences (rain or shine)
2. Must have strong oral communication skills to communicate effectively with campers, parents, and staff
3. Must demonstrate initiative and leadership qualities
4. Must have previous experience and desire to work with youth
5. Preference is for candidates who have already completed a bachelors degree in a field of study related to the marine sciences. Minimum requirement is two years towards a degree in a field of study related to the marine sciences.
6. Knowledge of local marine habitats is preferred, familiarity with environmental forensic techniques is a plus
7. CPR/First Aid is required (preference for those who already have certification, training will be provided for those that do not)
8. Lifeguard Certification is preferred

## Terms of Employment:

1. June 8 through August 7 Monday through Friday
2. Training during the week of June 8 through June 12
3. Average work week is 40 hours from 7:45am-4:15pm Monday-Thursday, and 7:45am-1:45pm Friday.
4. Pay rate is \$7.25 - \$9 per hour, dependent on qualifications
5. Employment is subject to a criminal and Homeland Security background check



## **Summer Camp Instructor – Coast Trek (2 positions)**

### Duties:

1. Provide “hands-on, feet-wet” instruction for campers age 11-12
2. Supervise campers on land and water (including on boats), in classroom, in the field, and during lunch
3. Provide first aid to campers
4. General clean up and maintenance of camp
5. Transport campers in 15-passenger vans safely
6. Help campers maintain aquariums
7. Behavior management

### Qualifications:

1. Must be at least 21 and have a valid driver’s license
2. Must be able to lead and participate in demanding outdoor learning experiences (rain or shine)
3. Must have strong oral communication skills to communicate effectively with campers, parents, and staff
4. Must demonstrate initiative and leadership qualities
5. Must have previous experience and desire to work with pre-teens
6. Must have previous knowledge about coastal geology and physical oceanography
7. Preference is for candidates who have already completed a bachelors degree in a field of study related to the marine sciences. Minimum requirement is two years towards a degree in a field of study related to the marine sciences.
8. Knowledge of local marine habitats, boating and kayaking experience are all a plus
9. CPR/First Aid is required (preference for those who already have certification, training will be provided for those that do not)
10. Lifeguard Certification is preferred

### Terms of Employment:

1. June 8 through August 7 Monday through Friday
2. Training during the week of June 8 through June 12
3. Average work week is 40 hours from 7:45am-4:15pm Monday-Thursday, and 7:45am-1:45pm Friday.
4. Pay rate is \$7.25- \$9 per hour, dependent on qualifications
5. Lunches provided while working
6. Employment is subject to a criminal and Homeland Security background check

## **Summer Camp Instructor – Shore Shots (2 positions)**

### Duties:

1. Provide “hands-on, feet-wet” instruction for campers age 12-16
2. Supervise campers on land and water (including on boats), in classroom, in the field, and during lunch
3. Provide first aid to campers
4. General clean up and maintenance of camp
5. Transport campers in 15-passenger vans safely
6. Behavior management
7. Maintain technical equipment
8. Help campers with editing

### Qualifications:

1. Must be at least 21 and have a valid driver’s license
2. Must be able to lead and participate in demanding outdoor learning experiences (rain or shine)
3. Must have strong oral communication skills to communicate effectively with campers, parents, and staff



4. Must demonstrate initiative and leadership qualities
5. Must have previous experience and desire to work with pre-teens and teens
6. Must have previous knowledge and experience working with camera and video equipment; basic editing skills helpful
7. Preference is for candidates who have already completed a bachelors degree in a field of study such as communications, film, art, etc. Minimum requirement is two years towards a degree in a related field
8. Knowledge of local marine habitats and kayak experience is a plus
9. Preference for at least one candidate with knowledge of marine science; preference given to candidates with both film/technical experience and marine science experience
10. CPR/First Aid is required (preference for those who already have certification, training will be provided for those that do not)
11. Lifeguard Certification is preferred

#### Terms of Employment:

1. June 22 – June 26 and July 20 – July 24.
2. Training during the week of June 8 through June 12
3. Average work week is 40 hours from 7:45am-4:15pm Monday-Thursday, and 7:45am-1:45pm Friday.
4. Pay rate is \$7.25 - \$9 per hour, dependent on qualifications
5. Lunches provided while working
6. Employment is subject to a criminal and Homeland Security background check

## **Summer Camp Instructor – Ocean Lab (2 positions)**

#### Duties:

1. Provide “hands-on, feet-wet” instruction for campers age 13-14
2. Supervise campers on land and water (including on boats), in classroom, in the field, and during lunch
3. Provide first aid to campers
4. Behavior management
5. General clean up and maintenance of camp
6. Transport campers in 15-passenger vans safely

#### Qualifications:

1. Must be at least 21 and have a valid driver’s license
2. Must be able to lead and participate in demanding outdoor learning experiences (rain or shine)
3. Must have strong oral communication skills to communicate effectively with campers, parents, and staff
4. Must demonstrate initiative and leadership qualities
5. Must have previous experience and desire to work with teens
6. Knowledgeable in all of four major fields of marine science, plus familiarity with more recent areas of marine technology and biotechnology
7. Preference is for candidates who have already completed a bachelors degree and/or working on a masters degree in a field of study related to the marine sciences. Minimum requirement is three years towards a bachelors degree in a field of study related to the marine sciences.
8. Knowledge of local marine habitats, boating and kayaking experience are all a plus
9. CPR/First Aid is required (preference for those who already have certification, training will be provided for those that do not)
10. Lifeguard Certification is preferred

#### Terms of Employment:

1. June 8 through August 7 Monday through Friday
2. Training during the week of June 8 through June 12



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3. Average work week is 40 hours from 7:45am-4:15pm Monday-Thursday, and 7:45am-1:45pm Friday.
4. Pay rate is \$7.25 - \$10 per hour, dependent on qualifications
5. Lunches provided while working
6. Employment is subject to a criminal and Homeland Security background check

## **Summer Camp Instructor – OCEANS and Oceans 17 (2 positions)**

### Duties:

1. Provide “hands-on, feet-wet” instruction for campers age 15-17
2. Supervise campers on land and water (including on boats), in classroom, in the field, and during lunch
3. Provide first aid to campers
4. General clean up and maintenance of camp
5. Transport campers in vans safely
6. Behavior management
7. Lead a 12-hour research cruise

### Qualifications:

1. Must be at least 21 and have a valid driver’s license
2. Must be able to lead and participate in demanding outdoor learning experiences (rain or shine)
3. Must have strong oral communication skills to communicate effectively with campers, parents, and staff
4. Must demonstrate initiative and leadership qualities
5. Must have previous experience and desire to work with teens
6. Knowledgeable in of all four major fields of marine science, plus familiarity with more recent areas of marine technology and biotechnology
7. Minimum requirement – must have completed a bachelors degree in a field of study related to the marine sciences and be enrolled or completed a master’s program in similar field
8. Knowledge of local marine habitats, boating and kayaking experience are all a plus
9. CPR/First Aid is required (preference for those who already have certification, training will be provided for those that do not)
10. Lifeguard Certification is preferred
11. Knowledge of current research techniques and practices related to marine science
12. Experience with research presentations a plus

### Terms of Employment:

1. June 8 through August 7 Monday through Friday
2. Training during the week of June 8 through June 12
3. Average work week is 40 hours from 7:45am-4:15pm Monday-Thursday, and 7:45am-1:45pm every other Friday.
4. Pay rate is \$7.25 - \$11per hour, dependent on qualifications
5. Lunches provided while working
6. Employment is subject to a criminal and Homeland Security background check

## **Evening Staff**

### **Night Activity Counselor (2 positions)**

#### Duties:

1. Supervise campers age 11-14 during evening activities
2. Provide interactive activities, including outdoor programs



3. Provide first aid to campers

#### Qualifications:

1. Must have strong oral communication skills to communicate effectively with campers, parents, and staff
2. Must demonstrate initiative and leadership qualities
3. Must have desire and experience working with preteens and teens
4. Must demonstrate patience
5. Knowledge of marine sciences is preferable
6. CPR/First Aid is required (preference for those who already have certification, training will be provided for those that do not)
7. Lifeguard Certification is preferred
8. Preference for applicants who are at least 21 and have a valid drivers license

#### Terms of Employment:

1. June 14 through July 30 Sunday through Thursday.
2. Training is during the week of June 8 through June 12
3. Average work week is approximately 33 hours, from 3:45pm to 10pm Mon-Thurs, 2pm to 10pm Sundays (some Sundays may require earlier start time)
4. Pay rate is \$7.25 - \$9 per hour, dependent on qualifications
5. Other compensation includes dinner when working
6. Employment is subject to a criminal and Homeland Security background check

## **Weekday OCEANS Activity Counselor (2 positions)**

#### Duties:

1. Supervise campers
2. Provide interactive activities
3. Drive campers in safely in 15-passenger vans
4. Provide first aid to campers

#### Qualifications:

1. Must have strong oral communication skills to communicate effectively with campers, parents, and staff
2. Must demonstrate initiative and leadership qualities
3. Must have desire and experience working with youth
4. Must demonstrate patience
5. Must be at least 21 and have a valid driver's license
6. Knowledge of marine sciences is preferable
7. CPR/First Aid is required (preference for those who already have certification, training will be provided for those that do not)
8. Lifeguard Certification is preferred

#### Terms of Employment:

1. June 14 to July 30
2. Training will be held during the week of June 8 through June 12
3. Average work week is 32 hours a week, Monday through Friday from 3:45-10pm, with two Fridays off (June 26<sup>th</sup> and July 10<sup>th</sup>)
4. Pay rate is \$7.25 - \$9 per hour, dependent on qualifications
5. Other compensation includes dinner when working
6. Employment is subject to a criminal and Homeland Security background check



## **Weekend OCEANS Activity Counselor (2 positions)**

### Duties:

1. Supervise campers
2. Provide interactive activities
3. Drive campers in safely in 15-passenger vans
4. Provide first aid to campers

### Qualifications:

1. Must have strong oral communication skills to communicate effectively with campers, parents, and staff
2. Must demonstrate initiative and leadership qualities
3. Must have desire and experience working with youth
4. Must demonstrate patience
5. Must be at least 21 and have a valid driver's license
6. Knowledge of marine sciences is preferable
7. CPR/First Aid is required (preference for those who already have certification, training will be provided for those that do not)
8. Lifeguard Certification is preferred

### Terms of Employment:

1. June 14<sup>th</sup>, June 20-21, June 28, July 4-5, July 12, July 18-19, July 25-26
2. Training will be held during the week of June 8 through June 12
3. Average work days are 8am to 10pm
4. Pay rate is \$7.25 - \$9 per hour, dependent on qualifications
5. Other compensation includes breakfast, lunch and dinner when working
6. Employment is subject to a criminal and Homeland Security background check

## **Residential Assistant (RA) (4 positions)**

### Duties:

1. Be present in the dorm during stated hours
2. Provide first aid if needed
3. Ensure camper safety
4. Supervise and conduct room inspections/inventory
5. Enforce lights-out and wake up time with campers
6. In case of emergencies, must be able to be easily woken in the night
7. Walk campers to breakfast every morning

### Qualifications:


1. Previous experience with overnight camps is preferred
2. Summer school students are preferred
3. CPR/First Aid is preferred. (*CPR/First Aid training is available if needed.*)

### Terms of Employment:

1. June 14 through July 31, on rotating on-duty shifts of approximately 2 to 3 nights/mornings a week (you will be on duty approximately 22 evenings/mornings during the course of the summer). Alternating weekend work is required.
2. Training will be held during the week of June 8 through June 12



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3. Paid work hours are from 10pm-11:30pm and 6:30am-8am (the following morning) at a rate of \$7.25. While on-duty, you will walk campers to breakfast at Wagoner Hall and stay with them until day counselors pick up campers around 7:45am. You must be in dorm from 9:45pm through the night until wake up at 6:30 am while on-duty.
4. Compensation includes room, breakfasts provided while on-duty
5. Employment is subject to a criminal and Homeland Security background check