



Position Title: Summer Camp Coordinator

Agency: Friends of Virgin Islands National Park

Location: St. John, US Virgin Islands

Position Type: Part-time, M-F about 8:30am to 2:00pm, subject to change

Projected Start and End Date: June through July 2026

Pay Rate: \$18-24

Summary: The Summer Camp Coordinator will be responsible for supporting summer camp activities at Cinnamon Bay from June through July, Monday through Friday. The coordinator will work closely with the Education Programs Manager and Learn to Swim Coordinator to direct campers to their assigned activities and supply support where needed to the eco-lessons, Learn to Swim, or camp counselors. This person will assist the Education Programs Manager in ensuring the campers are organized and respectful of the campground and should be able to communicate clearly and appropriately with camp organizers or counselors.

Primary Responsibilities:

1. Be at Cinnamon Bay for summer camps to coordinate instructors and campers
2. Know the camp schedule and communicate with organizing counselors
3. Greet children and counselors at Cinnamon taxi drop off
4. Divide kids as needed into 25 or less
5. Guide groups to their activities on the beach
6. Alternate visits between activities to check on support needs
7. Support demonstrators and instructors as needed
8. Monitor youth campers when needed
9. Other responsibilities as needed

Required skills/skills to be obtained:

- Good interpersonal communication skills
- Patient and assertive with children
- Ability to learn and reiterate new concepts around VI ecosystems, swimming, etc
- Organize groups of children
- Able to stand on your feet for a few hours at a time
- Comfortable in the water or willingness to acquire swimming skills
- Learn the roadmap for summer camps and general schedule

Please send resumes and two references to kcummings@friendsvinp.org with the subject "Summer Camp Coordinator"

Friends of Virgin Islands National Park is an equal opportunity employer welcoming all qualified candidates to apply for listed positions and opportunities.

Disclaimer - The statements contained herein are intended to describe the general nature and level of work to be performed by the employees in these positions. The statements are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of a person in each position. Other responsibilities, duties, and skills may be assigned and management retains the right to add or change the responsibilities, duties, and skills at any time.