JOB DESCRIPTION – FLOATER – PASSPORT NYC™

The Floater will help create a dynamic, challenging and rewarding experience for the teen participants of Passport NYC in all specialties. Each Floater staff member will help the participants develop a deeper knowledge of their chosen specialty, and promote their growth as individuals and emerging leaders in the field.

QUALIFICATIONS

Besides being a high school graduate or equivalent, and at least 21 years of age by start of the camp program, each Floater Staff should demonstrate:

• Strong desire and ability to work with children/teens.
• Familiarity with New York City and its various arts-related scenes.
• Capacity to lead while in the classroom and on excursions/activities.
• Demonstrated flexibility and adaptability when working within a team.
• Ability to integrate Jewish tradition and culture into programming.

RESPONSIBILITIES

The Floater will be assigned to various specialties when support staff is needed for that group. The Floater must adapt to work with all Specialty Staff teams while offering their own unique contributions. The Floater is responsible for ensuring a successful experience for all of the participants of Passport NYC. Besides serving as a positive role model and mentor in the position as Resident Advisor, this goal will be achieved by fully inhabiting the role of Floater.

During morning classes, each Floater will have the opportunity to assist a professional leader in the various specialty fields, who will serve as the program's Lead Teachers. In fulfilling this role, each Floater should:

• Maintain utmost respect for the Lead Teacher and his/her curriculum at all times.
• Assist the Lead Teacher in all areas which he/she requires help.
• Promote a positive, fun, and focused environment where the participants are respectful of you, the Lead Teacher, and each other.
• Understand the strengths and weaknesses of each participant and work to help them capitalize on their strengths and overcome their weaknesses.

During afternoon site visits, each Floater will be responsible for helping to coordinate and execute activities outside of the 'classroom' setting.

• Developing ideas for new programming based on the participants' interests.
• Ensuring that participants remain engaged and focused in each activity.

• Promoting an environment of respect for speakers and one another throughout all programming.
• Keeping your group of participants together at all times.
•.Facilitate participant travel by following policies for getting on and off the subway and/or bus. Make sure these procedures are done safely to and from program locations, and back to the 92nd Street Y.

We want your experience as a RA/Floater to be rewarding and help you to develop as an educator. Allowing your personality and strengths to shine through in all areas of programming will help create a truly memorable experience for our teens. However, it is important to remember that the program is about the participants and not furthering your own professional goals. With energy, enthusiasm, and a deep awareness of the participants and their needs, the program will succeed on every level!

ADDITIONAL RESPONSIBILITIES

• Get your group to all activities on time! (This means to arrive at least 5 minutes early).
• Participate in staff training, meetings, and supervisory conferences.
• Follow camp rules and regulations pertaining to smoking, use of alcoholic beverages and use of drugs.
• Encourage respect for personal property, camp equipment, and facilities.
• Manage professional time off in accordance with camp policy.
• Submit all required reports on time including group hand written thank you notes, Shablog entries and petty cash forms.
• Take dynamic photos of the participants' activities throughout the day on both camp-issued cameras and mobile devices. Mobile photos should be sent to Lead Staff in a timely manner to be posted on Passport NYC's social media platforms. Cameras will be submitted at the end of each day to Lead Staff.
• Maintain communication with Lead Staff throughout the day via cell phone. Cell phones should not be used for private purposes when engaged in camp programming.
• Prepare participants for emergency procedures such as fire drills, evacuating the dorm, etc.
• Know your campers and their strengths and weaknesses, and help them to overcome any obstacles they may face, and further develop their strengths.
• Help each participant develop skills in their specialty area, gain a greater awareness of their Jewish identity, and grow as both an individual and artist.
• Set a good example. YOU ARE ALWAYS A PERSONAL ROLE MODEL.
• Just be yourself! AND DONT BE AFRAID TO ASK FOR HELP!