

Denver Area Council – Tahosa High Adventure Base

Job Title:	C.O.P.E. Director	Property:	Tahosa High Adventure Base
Camp/Department:	Program	Salary Level:	Grade 4
Location:	173 County Road 96 Ward, CO 80481	Staff Supervisor?:	Yes
Reports to:	EaglePoint Program Director	Certifications Req:	Yes
Will Certify Applicant?:	Yes	Driving Required?	Ideal, But Not Required

Job Summary

To ensure that each Scout has access to a well-rounded C.O.P.E. (Challenging Outdoor Personal Experience) program.

Job Description

ROLE AND RESPONSIBILITIES

- Train, supervise, and evaluate direct report staff.
- Train and certify other staff in BSA C.O.P.E. Instructor Level 1.
- Ensure BSA C.O.P.E. standards and regulations are met and are being followed.
- Direct the daily setup and take down of the C.O.P.E. equipment and course.
- Facilitate and organize activities in C.O.P.E. for each group based upon their skill level.
- Critique groups on their performance in C.O.P.E. activities.
- Maintain paperwork and ensure accuracy and completion on time.
- Participate in camp-wide activities.
- Assist in the set up and take down of all camp facilities.
- Submit a “closing report” at the end of the season which includes inventories, daily duties and suggestions for improvement the following year.
- Other duties as assigned.

CERTIFICATIONS & REQUIRED TRAINING

- National Camp School – COPE Section Certificate (Provided prior to camp by the Council)
- BSA C.O.P.E. Instructor Level 2 (Provided by the Council)
- CPR, AED, First Aid, Prior to Start of Camp (Provided if Needed)
- Youth Protection (Online Prior to Camp)
- BSA Program Safety (Online Prior to Camp)
- FEMA Multi-Hazard Planning for Child Care (Online Prior to Camp)
- BSA Unlawful Harassment Prevention (Online Prior to Camp)
- Standard Precautions Training (Provided by the Council)

REQUIRED FOR THE JOB

- Must be able to read, speak and write the English language
- Must be able to work outdoors at an elevation of 9,000+ feet above sea level in varying weather conditions
- Must be 21 years of age or older
- Must have the physical endurance to perform C.O.P.E. activities and rescue maneuvers
- Must be able to pass a background check from the TRAILS database, CBI and the FBI
- Must be able to become a member of the Boy Scouts of America

DIRECTLY SUPERVISES

- C.O.P.E. Counselor(s)

ADDITIONAL NOTES

- This position must attend National Camp School prior to the camp starting. Additionally, this position must train and certify other staff prior to camp.