**JOB TITLE:** CONSERVATION CAMP COUNSELOR

**JOB CODE:** 99150V000101  
**SYSTEM ID:** 20001925  
**GROUP:** 9900 - UNCLASSIFIED SERVICE

**SELECTION METHOD:** UNCLASSIFIED  
**REV.:** NONE  
**EXAM NO.:** NONE  
**NO. OF TEST QUESTION:** NONE  
**EXTENDED INITIAL PROBATIONARY PERIOD:** NONE

**SALARY (MIN-MID):** $1,245.90 - $1,650.52  
**GRADE:** 05  
**SPECIAL ENTRANCE RATE:** NONE

**CHARACTERISTICS OF THE JOB:** CHARACTERISTICS OF A JOB ARE GENERAL STATEMENTS INDICATING THE LEVEL OF RESPONSIBILITY AND DISCRETION OF POSITIONS IN THAT JOB CLASSIFICATION.

Instructs and assists in the instruction of campers in a program of archery, swimming, water safety, hunter safety, first aid or nature study; and performs other duties as required.

**MINIMUM REQUIREMENTS:** MINIMUM REQUIREMENTS ARE COMPREHENSIVE STATEMENTS OF THE MINIMUM BACKGROUND AS TO EDUCATION, EXPERIENCE, AND OTHER QUALIFICATIONS WHICH WILL BE REQUIRED IN ALL CASES AS EVIDENCE OF AN APPOINTEE'S ABILITY TO PERFORM THE WORK PROPERLY.

**EDUCATION:** High school graduate.

**EXPERIENCE:** NONE

**SUBSTITUTION CLAUSE:**

**EDUCATION:** NONE  
**EXPERIENCE:** NONE

**SPECIAL REQUIREMENTS:** (AGE, LICENSURE, REGULATION, ETC.)  
Must possess current certification in one of the following areas: Red Cross Water Safety Instructor; Red Cross Life Guard; Red Cross Life Guard Instructor; Red Cross Basic Life Saving; Red Cross Small Craft Instructor; Red Cross Standard First Aid; Red Cross Small Craft Safety; American Heart Association CPR; Red Cross CPR; Hunter Education Certificate; Hunter Education Instructor; NRA Instructor Certification; Bowhunter Education Instructor Certificate; Boater Education Certificate; or Basic Archery Instructor Training Certificate.

**PRE-EMPLOYMENT REQUIREMENTS:** EMPLOYEES IN THIS JOB WILL BE REQUIRED TO OBTAIN CREDENTIALS OUTLINED BELOW BEFORE BEGINNING EMPLOYMENT IN THIS JOB CLASSIFICATION. IT IS THE SOLE RESPONSIBILITY OF THE EMPLOYING AGENCY TO VERIFY THE ATTAINMENT OF THESE CREDENTIALS BEFORE THE EMPLOYEE BEGINS EMPLOYMENT IN THIS JOB CLASSIFICATION. COPIES OF THE CREDENTIALS OUTLINED BELOW MUST BE SUBMITTED TO THE PERSONNEL CABINET WITH APPOINTMENT PAPERWORK FOR REVIEW AND INCLUSION IN EMPLOYEE PERSONNEL FILE.

NONE
POST-EMPLOYMENT REQUIREMENTS: EMPLOYEES IN THIS JOB WILL BE REQUIRED TO OBTAIN CREDENTIALS OUTLINED BELOW WITHIN A REASONABLE TIME, OR IF EMPLOYEES POSSESS SUCH CREDENTIALS AT THE TIME OF HIRE THEY WILL BE REQUIRED TO MAINTAIN THOSE CREDENTIALS SO LONG AS THEY ARE EMPLOYED IN THIS CAPACITY. IT IS THE RESPONSIBILITY OF THE EMPLOYING AGENCY TO VERIFY THE ATTAINMENT AND/OR MAINTENANCE OF THESE CREDENTIALS, TO REMOVE FROM THIS CLASS ANY EMPLOYEE WHO DOES NOT ATTAIN OR MAINTAIN THESE CREDENTIALS, AND TO ASSURE THAT ANY EMPLOYEE WHO PERFORMS THESE FUNCTIONS, WITHOUT REGARD TO THE CLASS THEY ARE IN, HAVE THE APPROPRIATE CREDENTIALS.

Must maintain current certification in one of the following areas for the length of employment in this classification: Red Cross Water Safety Instructor; Red Cross Life Guard; Red Cross Life Guard Instructor; Red Cross Basic Life Saving; Red Cross Small Craft Instructor; Red Cross Standard First Aid; Red Cross Small Craft Safety; American Heart Association CPR; Red Cross CPR; Hunter Education Certificate; Hunter Education Instructor; NRA Instructor Certification; Bowhunter Education Instructor Certificate; Boater Education Certificate; or Basic Archery Instructor Training Certificate.

EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION: EXAMPLES OF DUTIES OR RESPONSIBILITIES ARE NOT TO BE CONSTRUED AS DESCRIBING WHAT THE DUTIES OR RESPONSIBILITIES OF ANY POSITION SHALL BE AND ARE NOT TO BE CONSTRUED AS LIMITING THE APPOINTING AUTHORITY'S ABILITY TO ADD TO, OR OTHERWISE ALTER THE DUTIES AND RESPONSIBILITIES OF A POSITION. THE USE OF AN INDIVIDUAL EXPRESSION OR ILLUSTRATION AS TO DUTIES OR RESPONSIBILITIES SHALL NOT BE REGARDED AS EXCLUDING ASSIGNMENT OF OTHERS NOT MENTIONED WHICH ARE OF SIMILAR KIND OR QUALITY.

Instructs and assists in the instruction of campers in various conservation camp programs. Teaches and demonstrates applicable methods, principles and techniques. Works with young campers in developing sportsmanship, leadership and an appreciation for and an interest in the conservation of natural resources. Counsels campers and has responsibility for monitoring campers in their cabins at night. Leads general camping activities.

TYPICAL WORKING CONDITIONS AND UNIQUE PHYSICAL REQUIREMENTS: INCUMBENTS IN THIS JOB WILL TYPICALLY PERFORM THEIR PRIMARY JOB DUTIES UNDER THESE CONDITIONS, HOWEVER, THESE CONDITIONS MAY CHANGE ON OCCASION IN PERFORMING THE DUTIES OF AN INDIVIDUAL POSITION.

Works in a conservation summer camp for young people. Duties are performed in a rustic setting and most of the time are spent outside. May be called upon to work with young people attending the camp during the evening hours.

ADDITIONAL REQUIREMENTS:

"Upon appointment, employees in this class may be required to maintain a valid driver's license and required to drive a licensed vehicle. This status may be necessary for the length of time in this class. If this is necessary it will be listed in the specific position description for that position. Applicants and employees in this job title may be required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the
Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

<table>
<thead>
<tr>
<th>JOB ESTABLISHED: 06/16/1982</th>
<th>LAST REVISION: 03/16/2007</th>
</tr>
</thead>
<tbody>
<tr>
<td>THE COMMONWEALTH OF KENTUCKY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, SEX, AGE, DISABILITY, SEXUAL ORIENTATION, GENDER IDENTITY, GENETIC INFORMATION OR VETERAN STATUS. REASONABLE ACCOMMODATIONS ARE PROVIDED UPON REQUEST.</td>
<td></td>
</tr>
</tbody>
</table>