PROCTER CENTER
1200 ACRES OF MISSION

Assistant Outdoor Education Coordinator 2026

The Assistant Outdoor Education Coordinator supports all Outdoor Education at Procter Summer Camp!

The Assistant Outdoor Ed Coordinator helps with the planning and delivery of programs such as Farm Camp and Camp WILD, and all other Outdoor Education programs (such as camping, canoeing, archery, fishing, etc) at the direction of the Co-Executive Directors/Camp Directors, and the year-round Outdoor Education Coordinator.

Procter is a welcoming and affirming Christian camp, and all summer staff members are part of our intentional camp community. This means that all team members participate in all aspects of camp - meals, worship, activities, and rest!.

As a ministry of the Diocese of Southern Ohio, Procter Center witnesses to the Good News of God's love by embodying and teaching creation care, spiritual growth, hospitality, and belonging.

Procter Center is a faith-based retreat, camp, farm, and event facility for daytime and overnight groups. We serve spiritual, community, business, and youth organizations, as well as families and individuals who seek inspiration, reflection, education, team building, and togetherness in a simple, peaceful, and secluded setting.

The center sits on 200 acres of a 1,200+ acre site in rural Madison County, Ohio. Conveniently located between Columbus and Cincinnati.

Embodied Expressions of this role:

Camp-Specific Duties

- Responsible for helping care for and the maintenance of Farm Camp and Camp WILD spaces, including but not limited to: The teaching flock, teaching garden beds, and Sawyer Classroom. This includes daily feeding, watering, and care of teaching flock, weeding garden beds, and harvesting produce as needed.
- Will lead Farm Camp and Camp WILD sessions with the assistance of counselors and farmhands under the direction of the Outdoor Education Coordinator.
- Will help train counselors on outdoor ed.

JOB-SPECIFIC COMPETENCIES

- Strong communication, written, and public speaking skills
- Experience working in summer camps or similar outdoor education settings
- Experience with Outdoor Education and Farm Camp
- Organized and consistent
- Microsoft 360 or Word and Excel experience
- Experience with editing written works

REQUIREMENTS

- High School Diploma
- Education or relevant experience in Outdoor Education programs for youth and adults
- Must be First Aid/CPR certified;
- Must be up to date with Safe Church and DSO Anti-Racism trainings

PHYSICAL REQUIREMENTS

- Ability to lift and carry 30-50 pounds
- Visual ability to identify and respond to environmental hazards
- Physical ability to operate basic maintenance and site equipment
- Physical mobility and endurance to respond to emergencies or programs that may require hiking or traveling distances up to 1+ miles on trails or in wilderness areas

WORK ENVIRONMENT

- Must be adaptable to work inside and outside and remote
- Must be willing to live on-site for the summer season

WORK SCHEDULE

- All summer camp sessions
- Staff Training weeks