



## Job Description

# Paddling Summer Program Staff

Last update: March 2026  
Position Will Be Filled on a Rolling Basis

### SUMMARY

Regulatory Minimum Age\_\_\_\_\_16 years old  
Criminal Background Check Required\_\_\_\_\_Yes  
Pre Employment & Random Drug Testing Required\_\_\_\_\_No  
Employment Type\_\_\_\_\_Seasonal  
Standard Work Days/Hours\_\_\_\_\_Five days per week, days vary  
Overtime Status\_\_\_\_\_Exempt  
Job Location\_\_\_\_\_Chestertown, Maryland  
Period of Employment\_\_\_\_\_June - August  
Staff Housing Provided\_\_\_\_\_Availability determined on a case-by-case basis

Weekend Work\_\_\_\_\_No  
Residential (Overnight) Work\_\_\_\_\_Yes

Paid Holidays\_\_\_\_\_Applicable federal holidays during term of employment  
Sick & Safe leave\_\_\_\_\_Up to 5 paid days per year pro-rated for term of employment  
Health Insurance Eligibility\_\_\_\_\_Eligible if term of employment is 90+ days  
Health Insurance \_\_\_\_\_100% employer paid per current staff policy

Reports to\_\_\_\_\_Director of Paddling Programs  
Salary\_\_\_\_\_ \$325-375 per week

### GENERAL RESPONSIBILITIES

Working under the direction of the Sultana Education Foundation's Director of Paddling Programs, a Paddling Summer Staff will go on day canoe and kayak trips and overnight camping and kayaking trips for Sultana Education Foundation. They are responsible for helping the Paddling team deliver fun and educational programs for our campers. They will help unload and load kayaks and canoes,

play games with campers, teach about the natural environment, supervise and lifeguard swimmers, help with overnight camping dealing with duties ranging from tent set up to food preparation to homesickness. Their goal will be to make each day the most fun it can be for each camper. A counselor will alternate weeks where they are on overnight programs with campers and day only programs.

## **CORE QUALIFICATIONS**

The applicant should be at least 16 years old. Applicants should be capable of lifting 50 pounds above their heads in order to load and unload boats from trailers. Passion for working outdoors and implementing fun programs for students of all ages is a must.

Candidates must be comfortable working with a diverse age range of students and program formats, ranging from four year olds to high schoolers. Strong leadership and communication skills are essential, as is the ability to work collaboratively with fellow staff.

Candidates must be comfortable working in an outdoor setting (including canoeing, kayaking, marsh exploration, hiking, etc) and sleeping in a tent for four straight nights. Sufficient physical strength to engage in the above listed activities is critical.

## **PROFESSIONAL CERTIFICATIONS REQUIRED/PREFERRED**

(SEF may assist and cover expenses for required certifications)

- American Red Cross Lifeguarding (required)
- American Red Cross First Aid and CPR (required)

## **ABOUT THE SULTANA EDUCATION FOUNDATION**

The Sultana Education Foundation provides hands-on educational opportunities that promote stewardship of the Chesapeake Bay's historic, cultural, and environmental resources. By helping students of all ages develop an appreciation for the Chesapeake Bay, Sultana is working to create a community of individuals who are dedicated to preserving this irreplaceable treasure.

## **DIVERSITY, EQUITY, AND INCLUSION**

The Sultana Education Foundation (SEF) is committed to and accountable for advancing diversity, equity, and inclusion in all of its forms. We embrace individual uniqueness, foster a culture of inclusion that supports both broad and specific diversity initiatives, leverage the educational and institutional benefits of diversity, and engage all individuals to help them thrive. We value inclusion as a core strength and an essential element of our public service mission.

## **HOW TO APPLY**

Email resume, cover letter, and at least two references to:

Marcus Goldman, Director of Paddling Programs  
mgoldman@sultanaeducation.org