

**CAMP MOTORSPORT
SUMMER SEASONAL JOB DESCRIPTION
DRIVING INSTRUCTOR**

Reports To: Driving Program Manager

Summary of Position: Implementation of driving instructional program and activities

Specific Responsibilities:

1. Implement and instruct the camp's driving instructional and safety program activities.
2. Maintain safe driving conditions and ensure that all safety procedures are followed at each driving location, including safety inspections of camper drivers prior to driving.
3. Design and implement driving instructional curriculum as required.
4. Move and prepare program cars/karts driving gear, safety equipment, and driving instructional supplies to driving activity areas as required. Ensure that everything required for teaching is at the ready prior to instructional sessions.
5. Communicate the need for vehicle fueling with Manager.
6. Assist campers in putting on gear, getting in/out of cars/karts, and securing safety equipment.
7. Clean driving gear (suits, helmets, etc), instructional equipment, cars, etc as directed.
8. Assist in maintaining written records and reports of inspections, maintenance, and equipment inventory as directed
9. Carry out and enforce camp safety regulations.
10. Establish and maintain an environment that supports the physical and emotional safety and well-being of each participant in driving program areas and activities.
11. Provide opportunities for each camper to experience individual driving success.
12. Help ensure that each camper meets the goals established by the camp for camper development.
13. Carry out decision making in a manner that focuses on the physical and emotional safety of the participants, is appropriate for the age of the campers, and meets the needs of participants.
14. Role model and set good examples for campers, including in areas of safety, and sportsmanship.
15. Encourage respect for camp property, personal property, and facilities.
16. Adhere to *Personnel Policies* and all established rules and regulations for staff conduct.
17. Maintain good public relations with camper's parents, and program participants.
18. Perform other duties as assigned.

Essential Functions:

1. Mental, Social, and Emotional Resiliency
2. Cognitive, visual, and auditory ability to:
 - Recognize and respond to hazards and/or emergencies
 - Directly supervise camper participants
 - Carry out and enforce camp safety regulations
 - Communicate effectively with camper participants
 - Develop, plan, implement program activities and educational instruction
 - Develop, plan, implement program activities and/or educational instruction
3. Physical ability to supervise and participate in driving and program activities with camper participants in an outdoor environment, including at times in extreme summer heat, including when campers are driving on paved and dirt surfaces.
4. Physical, visual, cognitive and auditory abilities to drive and safely operate a vehicle.