



ARCHERY INSTRUCTOR JOB DESCRIPTION

Qualifications

- Must have taken an archery certification class with GSNNJ
- Registered member of GSNNJ (must have current membership) including background check
- Detail oriented person
- Ability to work well with others
- Certified in first aid and CPR (may be able to certify through the council)
- Must have filled out and returned an I-9 form and a W-4 (w-4 done yearly)
- Lead instructor must be 18 years or older with valid certifications
- Assistant instructors must be 16 years or older
- Must have experience with the property
- Must have knowledge of GSNNJ program standards

Responsibilities

- The instructor is accountable for the safety and control of the range (number one priority)
- Instructor must be able to make educated decisions based on weather and class behavior
- Instructor must set up and put away all equipment. If a troop offers to help, this cannot be part of their two-hour class.
- If weather is hot, instructor must fill water jugs prior to the class and in-between if needed
- Pay will be made through payroll.

Girl Scouts of Northern New Jersey
www.gsnj.org

Paramus Service Center
300 Forest Avenue
Paramus, NJ 07652
201-967-8100

Paterson Resource Center
Center City Mall, 301 Main
St Paterson, NJ 07505
973-881-9400

Randolph Service Center
1579 Sussex Turnpike
Randolph, NJ 07869
973-927-7722

Riverdale Service Center
95 Newark Pompton Turnpike
Riverdale, NJ 07457
973-248-8200