



POSITION DESCRIPTION SUMMER CAMP COUNSELOR

MINIMUM QUALIFICATIONS

- High School Diploma and 1 year of college or post-high school work experience in a related field
- Ability to lead campers with special needs in a residential setting, including monitoring and managing behavior and providing for basic personal care (e.g., grooming)

DESIRED QUALIFICATIONS

- Knowledge of child and youth development, including physical, psychosocial, and educational aspects of development
- Ability to plan, originate, organize, and carry out daily and special programs
- Specialized training, certification, skills, or experience in one or more of the following: lifeguarding, water safety instruction, SCUBA instruction, kayaking/canoe instruction, challenge course facilitation, environmental education, visual arts, theatre arts, music, behavior management, other related skills
- Experience working with children or youth in a camp or other setting

RESPONSIBLE TO

- Camp Director and Camp Leadership Staff

CAMP GOALS

- To enrich the lives of children and adults with special needs through unique camping, environmental studies, retreat experiences, and other programs
- To help children with special needs and their families develop self-confidence, abilities to better care for their own educational, psychosocial, and/or health needs, and to form successful networks of support with one another and their communities

GENERAL RESPONSIBILITIES

- To live and work in a community residential setting providing care for children with special medical, physical, emotional, social, or financial needs; camp sessions may include day camp sessions as well as residential sessions that last from 1 to 5 nights

SPECIFIC RESPONSIBILITIES

- To serve as counselor in residence in cabin groups consisting of camp staff, children with special needs, and volunteer counselors through all aspects of camp life
- To use interpersonal and communication skills to create a group/team environment in cabin and camp as a whole and establish rapport with assigned campers
- To provide leadership in cabin and camp program activities.
- To assist Camp Director, Camp Leadership Staff, and fellow staff through actively participating in, supervising, and implementing program activities
- To maintain a safe environment for assigned cabin as well as the entire camp
- To encourage respect for personal property, camp equipment and facilities
- To monitor campers' health and condition in partnership with Medical Staff, including providing regular communication with Medical Staff on these issues
- These are not the only duties and functions to be performed. Some may be reassigned and additional duties and functions may be assigned as deemed appropriate by the Camp Director and Camp Leadership Staff

PHYSICAL ASPECTS OF THE JOB

- Visual and auditory ability to respond to environmental and other hazards related to program activities. Requires the ability to visually observe campers' activities and to verbally communicate and aurally hear campers' replies.
- Ability to lift and transfer a minimum of 50 lbs, with or without reasonable accommodations
- Cognitive and communication abilities to plan and conduct activities to achieve camper development objectives
- Abilities to observe staff, volunteer, and participant behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior management techniques