

## **Camp Counselor Job Description**

### **Job Duties**

- Work Monday through Friday
- Responsible for planning, leading, and implementing core and non-core programs and experiences for children in a small group setting
- Responsible for the physical and emotional well-being of campers participating in his/her group.
- Help write and implement a weekly schedule for his/her camp group that is both fun and enriching for campers.
- Organize and lead a variety of exciting and enriching small and large group activities each week. Activities may include crafts, nature, songs, games, swimming, kayaking, etc..
- Identify and respond to camper behavior issues.
- Ensure that the site is kept clean, organized, and free of litter.
- Communicate with parents about participant's experiences and report concerns to Recreation Coordinator.
- Assist in maintaining accurate program records including incident reports, logbook documentation, and daily attendance.
- Know and understand ALL emergency procedures associated with the camp program.
- Know, enforce, and follow all safety guidelines associated with the camp and all program areas. This includes but is not limited to being responsible for your campers' safety and their whereabouts at all times.
- Reports to work as scheduled/directed and reports to work free from the effects of illegal drugs or alcohol. Must not be impaired due to use of prescription drugs.

### **Requirements**

- Minimum age of 16.
- Upon hire, completion of First Aid and CPR certification provided by Meadows Place.
- Ability to lead, plan, organize, and implement program activities.
- Ability to work as a member of a team and the ability to accomplish tasks with little direct supervision.
- Strong organizational and communication skills.

### **Physical Demands**

- Must have the physical ability to lead and participate in camp activities which include, but are not limited to, hiking, kayaking, swimming, team building initiatives, physical games, and activities.