Summer Camp Counselor

Fitness, Wellness, and Recreation Department
Eccles HWAC, 11-30276

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Other Timesheet Designee(s): Laura Iverson, Asst. Director FWRD

SUMMARY JOB DESCRIPTION (SUMMARY STATEMENT OF THE JOB)

Camp Counselors will serve as the primary adult responsible for youth at camp. Camp Counselors will provide group leadership & supervision, and transition campers from session to session. Camp counselors will be responsible for carrying out the schedule and implementing programs and experiences for campers in a small and large group settings. Most importantly Camp Counselors will be responsible for the general safety and development, growth, and skill achievement of the participants.

1) Essential Job Duties and Responsibilities

- Follow camp objectives, rules, policies, and guidelines.
- Assist staff with all camp activities and sports.
- Serve as a positive role model for youth.
- Show a genuine interest in campers.
- Be punctual and organized.
- Participate enthusiastically.
- Work to ensure all youth are comfortable, safe, and included
- Identify and respond to camper behavior issues.
- Communicate with Camp Director about concerns with participant’s experiences.
- Assist in maintaining accurate program records including incident/accident reports, attendance, etc.
- Know and understand all emergency procedures associated with the camp program and be familiar with Emergency Action Plan.
- Know, enforce, and follow all safety guidelines associated with the camp and all the program areas. This includes but is not limited to being responsible for your campers’ safety and their whereabouts at all times.
- Ensure that the site is kept clean, organized, and free of litter.
- Perform other duties as assigned.
- To have FUN!

2) Qualifications Required/Preferred

- Upon hire, completion of CPR/AED/First Aid
- Education classes or experiences in camp, youth programs, recreation, working with children, or in a related field.
- 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.