

CAMP SWATARA

COUNSELOR - JOB DESCRIPTION

POSITION: Counselor

PURPOSE: To provide leadership and supervision for summer campers.

GENERAL POSITION DESCRIPTION: This is a summer position lasting from the end of May through July with the possibility of extending work into August . Summer Camp runs for approximately 10 weeks in June through August and is a co-ed residential program for children and youth in 1st-12th grade, as well as several programs for adults with intellectual disabilities. A variety of programs are offered including half-week camps for younger children, traditional week-long camps, and specialized camps focused on music and drama, science, and outdoor adventure. In addition to the main residential area, camp programs also take place at Mountainside where campers learn outdoor living skills in a more primitive campsite setting, as well as off-site for trip and travel camps. Counselors may be assigned to any or all of these programs and are responsible to live with campers and guide them through their camp program and activities, providing guidance and supervision. Benefits include a weekly salary, as well as room and board.

RESPONSIBLE AND REPORTABLE TO: Program Manager

ACCOUNTABLE TO: Executive Director, Other Staff, Board of Trustees, and Camp Guests

QUALIFICATIONS:

1. Committed Christian with a willingness to accept the values of the Church of the Brethren.
2. Interest in serving in a Christian camp setting. Camp experience is preferred.
3. Personable style and skills in relating to staff, guests, and campers.
4. At least 18 years of age and at least 2 years older than campers under supervision.
5. Skills, training, and/or experience in group management, camping, outdoor living skills, and age characteristics for children and youth.
6. Acceptance of Counselor's Responsibilities and Camp Swatara's Personnel Policies.

RESPONSIBILITIES:

1. General
 - a. Recognize role and responsibilities as part of the overall mission and ministry of Camp Swatara, the Church of the Brethren, and the ongoing work of Jesus Christ.
 - b. Exhibit a spirit of cooperation, flexibility, and commitment to the team relationship with other camp staff.
 - c. Create and foster an atmosphere of friendliness and hospitality at camp to ensure an enjoyable experience for staff, campers, parents, and guests.
2. Cabin/Group Leadership
 - a. Live in a cabin and experience camp life with a group of 6-8 campers.
 - b. Provide primary leadership for campers assigned to your group.

- c. Share leadership responsibilities for a family group (usually co-ed) of 12-16 campers with a co-counselor.
 - d. Greet campers and parents on opening day. Help campers to settle in and adjust.
 - e. Implement group schedule and plan additional activities with your co-counselor and campers.
 - f. Guide campers' participation in individual, family group, and all-camp activities.
 - g. Practice good group building methods.
 - h. Prepare daily devotions for your group.
 - i. Ensure cleanliness of the cabin on a daily basis by leading campers in sweeping, organizing, and removing trash.
3. Resource Leadership (crafts, nature, Bible, music, etc.)
 - a. Live in staff housing.
 - b. Develop activity sessions appropriate for campers' age and ability levels relating to the camp theme and curriculum.
 - c. Help to keep activity areas clean and organized.
 - d. Assist the Director in planning and implementing all-camp activities, including registration.
 - e. Provide support to cabin/group counselors by doing meal swaps and assisting with groups as needed.
4. Health and Safety
 - a. Model and encourage good hygiene for campers.
 - b. Recognize and respond effectively to accidents, injuries, and emergencies according to established procedures and training.
 - c. Check bathhouse for cleanliness and lost and found items at the end of each session.
 - d. Clean cabins (sweep, remove trash, sanitize mattresses) at the end of each session.
 - e. Assist housekeeping staff to clean west cabin bathrooms at the end of each session.
5. Standards, Regulations, and Policies
 - a. Implement applicable American Camp Association accreditation standards.
 - b. Abide by all state and local health department regulations.
 - c. Follow and enforce all camp policies and procedures.
6. Participate in weekly and end of season management reviews, and evaluations with the Program Manager.
7. Assist in other areas of camp operation that may arise for the ministry of Camp Swatara.

Updated: Spring 2022