

Counselor In Training Position Description



CAMP OCCOHANNOCK ON THE BAY

A Ministry of the Eastern Shore District of the United Methodist Churches

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Job Title: Counselor in Training

Reports To: Camp Director, Program Coordinator, and Program Assistant

Position Purpose:

Counselor in Training are either older campers looking for the next step in their camping experience or someone looking to future their calling in working with children and youth. The Counselor in Training is responsible for learning how planning, teaching, coordinating, and carrying out activities and guiding campers in their personal growth and daily living skills alongside their Lead and Co. Counselors will impact a child's life including their own.

Essential Job Functions:

1. Assist in the supervision, and organization of campers in their living unit, within activities and throughout the camp in order to meet the intended camper outcomes.
 - Assist in communication to campers about friendship development, and respect for diversity, and camper involvement within their unit.
 - Assure campers are properly supervised at all times.
2. Actively participate in the activities for campers throughout each day and for each age group.
 - Responsible for assisting with the preparation and teaching of activities.
 - Actively participate in all program areas as assigned.
3. Maintain high standards of health and safety in all activities for campers.
 - Help counselors provide daily care of each camper within your supervision including recognition of personal health needs.
 - Be alert to campers needs and notify your lead counselor with any camper health issues.

Must be at least 16 years of age.

Desire and ability to work with children outdoors.

Ability to accept supervision and guidance.

Desire to serve God and share God in a Christian environment.

Good character, integrity and adaptability

Enthusiasm, sense of humor, patience and self-control.

Desire to step out in a leadership position.

Ability to think quickly and act fast.

Must have an open mind and a flexible work ethic.

Must be willing to learn at all times.

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PHYSICAL REQUIREMENTS:

Prolonged Standing

Bending

Stooping

Walking Long Distances

Hiking

Climbing

Stretching

Running

Swimming

Canoeing

Eye-hand Coordination

Manual Dexterity to
Manipulate Outdoor
Equipment and Camp
Activities

Requires Normal Range of
Hearing and Eyesight to
Record, Prepare, and
Communicate Appropriate
Camper Activities/Programs
and the Ability to Lift Up to
50 lbs;

Willing to Live in a Camp
Setting and Work Irregular
Hours with Limited or
Simple Equipment and
Facilities;

With Daily Exposure to the
Sun, Heat, and Animals Such
as Bugs, Snakes, Bats, etc.

4. Be a role model to campers and staff in your attitude and behavior.

- ◆ Follow and uphold all safety and security rules and procedures.
- ◆ Set a good example to campers and others in regard to general camp procedures and practices including sanitation, schedule, and sportsmanship.

Other Job Duties:

- ◆ Participate enthusiastically in all camp activities, planning, and leading those as assigned.
- ◆ Participate as a member of the camp staff team to assist and help deliver and supervise evening programs, special events, overnights, and other all-camp activities and camp functions.
- ◆ Assist in the planning of any special events

Equipment Used:

A Counselor in Training may be asked to get out certain equipment for the next activity or event. Please treat all equipment as if it is yours.

Physical Aspects of the Job:

- ◆ Ability to communicate and work with groups participating (age and skill levels) and provide necessary instruction to campers.
- ◆ Ability to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques.
- ◆ Visual and auditory ability to identify and respond to environmental and other hazards related to the activity.
- ◆ Must be able to assist campers in an emergency (fire, evacuation, illness, or injury) and possess strength and endurance required to maintain constant supervision of campers.

Staff Provisions:

Lodging and 3 meals a day (Sunday @ 3pm - Friday @ 7pm)

1 week of training with Director and Program Staff,

2 weeks of hands on training with in different units lead by Lead and Co. Counselors.

Dates of Employment:

June 25th @ 6 pm- July 1st @ 7 pm 2017 (CIT Unit Training)

July 3rd @ 6 pm – July 8th @ 7 pm 2017 (Week 1 with assigned camper unit)

July 10th @ 6 pm – July 15th @ 7 pm 2017 (Week 2 with assigned camper unit)

Reminder:

Counselor in Training must register for week 1 of camp and pay the \$355 fee that will cover all material, food, and lodging for the 3 weeks of training.

Thank You,
Camp Director
Michael Henry