



Job Description

Position Title: Program Counselor, including
 Inclusion Buddy
 Lifeguard

Reports To: Camp and Outdoor Programs Director

Status: Exempt

Salary: On File

Minimum Age: 18

PURPOSE:

We are seeking energetic and enthusiastic individuals to join our team as Program Counselors. Program Counselors play a vital role in creating a fun, safe, and memorable experience for campers. This position involves leading and facilitating a variety of activities, fostering positive relationships, and ensuring the well-being of campers. If you have a passion for the outdoors, enjoy working with children, and thrive in a dynamic, team-oriented environment, we invite you to apply for this exciting opportunity.

The Inclusion Buddy plays a crucial role in fostering an inclusive and supportive environment for individuals with diverse abilities. This position involves working closely with individuals requiring extra support to ensure their full participation and enjoyment in various activities. The Inclusion Buddy serves as an advocate, mentor, and facilitator, promoting a sense of belonging and empowerment for everyone.

The primary responsibility of the Lifeguard is to ensure the safety of patrons by preventing and responding to emergencies in aquatic environments. The ideal candidate should be a strong swimmer, possess excellent communication skills, and be trained in water rescue techniques. This position requires a commitment to maintaining a safe and enjoyable swimming environment for all visitors.

ESSENTIAL FUNCTIONS FOR ALL PROGRAM COUNSELORS:

NOTE: The specific responsibilities of this position are carried out in collaboration with at least one other Cabin Counselor. Cabin Counselors ensure the quality and effectiveness of the following tasks:

- Knowledge of age level characteristics for camper-age youth (7-17 year olds).
- Demonstrate cultural competence and sensitivity while interacting with staff and clients, regardless of race, religion, socioeconomic status, disability, sexual orientation, or other aspect of diversity.
- Utilize positive behavior-management and discipline techniques.
- Ability to supervise and participate in structured and unstructured activities with clients.
- Ability to lead small and large group activities.
- Develop an understanding of the value, benefits, and essential features of quality programming.
- Knowledge of camp outcomes.
- Knowledge of the Thrive Theory of Change and how to implement it.

- Ability to assess appropriateness of camper and staff behavior.
- Utilize camp/outdoor programming skills to provide enrichment and appreciation of nature.
- Facilitate all activities with an awareness of quality programming and risk management.
- Enforce safety regulations and emergency procedures in an appropriate manner
- Ability to assess potential hazards, including behavioral and environmental, while interacting with others
- Knowledge of camp rules and emergency procedures, including their specific role in these procedures.
- Provide minor First Aid.
- Model appropriate behavior, and interact appropriately, with staff and clients in a variety of situations
- Commitment to excellence in service delivery
- Able to be held accountable for meeting high performance goals related to camper care and quality programming
- Display punctuality and preparedness, for self and campers, for all activities and programs including staff meetings, activities, and meals.
- Complete reports and paperwork by deadlines.
- Set a leadership example by being friendly and industrious, always promoting promise-based, excellence-focused and consumer-oriented programs.
- Participate in mandatory Staff Training and staff meetings throughout the summer camp season.
- Ability to communicate effectively in writing and speaking, with a high degree of comfort in public speaking
- Possess ability, strength, and endurance to maintain constant supervision of, communication, and interaction with, campers at all times.
- Willingness to try new ideas and methods.
- Enjoy challenge and changes.
- Possess constructive conflict resolution skills.
- Resiliency, that is, able to bounce back from failure or disappointment.

SPECIFIC RESPONSIBILITIES AS LIFEGUARD:

NOTE: The specific responsibilities of this position are carried out in collaboration with at least one other Lifeguard. Lifeguards ensure the quality and effectiveness of the following tasks:

- Properly prepare, maintain, and store equipment during summer camp season.
- Inspect all equipment prior to each use, notifying Aquatics & Program Director of damage.
- Monitor proper use of all equipment.
- Conduct beginning-of-season and end-of-season inventory of equipment.
- Work with other Lifeguards to implement safe, quality programming for campers at pool and lake.

SPECIFIC RESPONSIBILITIES AS INCLUSION BUDDY:

Inclusion Buddies ensure the quality and effectiveness of the following tasks:

- Oversee the inclusion of all campers with disabilities or health concerns in all aspects of programming and camp life.
- Implement techniques to ensure campers with disabilities or health concerns are included in all aspects of programming and camp life.

DESIRED QUALIFICATIONS:

- High School Diploma
- First Aid and Cardiopulmonary Resuscitation (CPR) Certification from a nationally recognized provider
- Demonstrated experience in youth development and camp/outdoor programming
- 4. For Lifeguards: Current lifeguard certification from a nationally recognized provider. First Aid and Cardiopulmonary Resuscitation Professional Rescuer (CPR Pro) Certification from a nationally recognized provider.
- 5. For Inclusion Buddy: Demonstrated experience with children with disabilities, special needs, or health concerns.

REQUIREMENTS:

- Possesses constructive conflict resolution skills
- Resilient, that is, able to bounce back from failure or disappointment
- Ability to live with staff and campers for the duration of the summer camp season
- Physical ability to administer First Aid and Cardiopulmonary Resuscitation (CPR)
- Physical ability to travel over uneven surfaces in extreme summer temperatures for 15 hours a day.
- Physical ability to carry and move objects weighing up to 50 pounds over uneven surfaces
- Physical ability to reach, stoop, climb, kneel, and move freely in locations as outdoor camping sites and storage areas
- Ability to meet Council employment requirements, including acceptable outcomes to background check and reference checks
- (If utilizing personal vehicle for camp business) Provide personal auto insurance verification
- (If needed to drive Council vehicle) Acceptance by Council auto insurance

Position Specific

- For Lifeguards:
 - Ability to perform water rescues as taught in lifeguard training.

Issued: _____
Date

Received: _____
Employee Signature

NOTE: This job description should not be construed to imply that these requirements are the exclusive standards of the position. Incumbents will follow any other instructions and perform any other related duties, as may be required. The employer has the right to revise this job description at any time. The job description is not to be construed as a contract for employment.