

Camp Delafield

Job Description

Job Title: **Recreation Counselor**
Classification: **Nonexempt**
Reports to: Camp Delafield Director

Position Purpose:

Counselors are the primary caregivers for each camper. The Counselor is responsible for planning, teaching, coordinating, and carrying out activities, and guiding campers in their personal growth.

Essential Job Functions:

1. Assist in the direction, supervision, and organization of campers in their camper group within activities and throughout the camp in order to meet the intended camper outcomes.
 - ♦ Apply basic youth development principles in working with campers through communication, relationship development, respect for diversity, involvement, and empowerment of youth.
 - ♦ Assures campers are properly supervised at all times.
 - ♦ Be aware of and implement safety guidelines.
2. Participate in the development and implementation of program activities for campers within the mission and outcomes.
 - ♦ Responsible for leading or assisting with the teaching of activities.
 - ♦ Actively participate in all program areas as assigned.
 - ♦ Provide for a progression of activities within the framework of individual and group interests and abilities.
3. Maintain high standards of health and safety in all activities for campers and staff.
 - ♦ Provide the daily care of each camper within your supervision including recognition of personal health needs.
 - ♦ Ensure that campers receive their medications as directed by the Camp Director.
 - ♦ Be alert to campers and staff needs and assist them with personal and/or health problems; discuss with Camp Director when appropriate.
 - ♦ Be alert to equipment and facilities to ensure utilization, proper care, and maintenance is adhered to; report repairs needed promptly to camp director.
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.
5. Represent the camp when interacting with parents or community members.
 - ♦ Provide parents appropriate feedback and information as needed for their campers to have a successful camp experience.
 - ♦ Follow safety and security protocols when campers are in public while presenting a positive image of the camp.

Other Job Duties:

- ♦ Provide supervision for campers while campers are transported to and from camp or during scheduled field trips off of camp property.
- ♦ Contribute to verbal and written evaluations and communication as requested.
- ♦ Attend campfire nights, staff and parent orientation, and all staff meetings.
- ♦ Attend First Aid/CPR certification.
- ♦ Attend daily/weekly meetings with Camp Director.

Qualifications:

- ♦ Must be 18 years of age or high school graduate.
- ♦ Some college credits completed.
- ♦ Experience working with children and/or learning disabled individuals.
- ♦ Able to lift 25 pounds of weight.
- ♦ Have a basic understanding of Dyslexia.

Knowledge, Skills, and Abilities:

- ♦ Understanding of the development needs of youth.
- ♦ Ability to relate to youth and adults in a positive manner.
- ♦ Demonstrated knowledge and skill in program areas designated camp program areas.

Physical Aspects of the Job:

- ♦ Ability to communicate and work with groups participating (age and skill levels) and provide necessary instruction to campers and staff.
- ♦ Ability to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques.
- ♦ Ability to observe staff behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate management techniques.
- ♦ Visual and auditory ability to identify and respond to environmental and other hazards related to the activity.
- ♦ Physical ability to respond appropriately to situations requiring first aid. 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.

Dates and Hours:

June 4-July 29 and July 9-August 3. Monday – Wednesday, 11:45a-4:30p; Thursday, 11:45a-5:00p.

June 28: 11:45a-8p. June 29: 10:00a-Noon. August 2: 11:45a-8p. August 3: 10:00a-1:00p.

Training/orientation dates will be added.

Location:

Jenn Park: 10450 E. 63rd St., Indianapolis, IN 46236

Disclaimer:

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be constructed, as an exhaustive list of responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed or requested by the Camp Director or the Head Recreation Counselor.

Please contact Kristin Baxter: 317-222-6635 x225 or kbaxter@diin.org

To learn more about Camp Delafield and to apply online visit www.diin.org/camp_delafield