

Job Title: Day Camp Counselor

Reports To: Kids' University Camp Director and Assistant Director(s)

Georgia College, Continuing and Professional Education

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 and daily lives.

Position Dates: May 2024 – July 2024

If hired, you are required to attend a camp counselor orientation before camp begins.

Work Hours: 40 hours a week with minimal overtime.

Salary: Average \$9 an hour

Essential Job Functions:

1. Assist in the direction, supervision, and organization of campers in their camper group within activities and throughout the camp 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.
- Assure campers are always properly supervised.
- Be aware of and implement safety guidelines.

2. Participate in the development and implementation of program activities for campers.

- 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.
- Assist in program areas such as waterfront, all camp activities, and arts and crafts.

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.
- Be alert to camper and staff needs.
- Be alert to equipment and facilities to ensure utilization, proper care, and maintenance is adhered to; report repairs needed promptly to the camp director or assistant director.

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

- Follow and uphold all safety and security rules and procedures.

- Set a good example to campers and others regarding general camp procedures and practices including sanitation, schedule, and sportsmanship.

5. Represent the camp when interacting with parents or community members.

- Provide parents with appropriate feedback and information as needed for their campers to have a successful 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 on campus shuttles and during scheduled field trips off camp property.

Relationships: Counselors are expected to work as a team and effectively communicate and coordinate with all staff members. Counselors are also expected to keep the camp director and assistant director informed of any concerns.

Equipment Used: Counselors may be asked to use fire protection equipment, dishwashers, and specialty program equipment.

Qualifications: (*Minimum Education and Experience*)

- Must be at least 18 years of age.
- Must be certified in First Aid/CPR or be able to obtain certification. *We will provide this training, or you can obtain it independently.
- Must complete mandated reporter training.
- Ability to interact with all age levels
- Must have previous experience supervising children.
- Must have a High School Diploma, College enrollment is preferred.

Knowledge, Skills, and Abilities:

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

Physical Aspects of the Job:

- Able to communicate and work with groups participating and providing necessary instruction to campers and staff.
- Ability to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures.
- 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 the strength and endurance required to maintain constant supervision of campers.

Some physical requirements of a general counsel position could be endurance including prolonged standing, some bending, stooping, walking long distances, and stretching; requires hand-eye coordination and manual dexterity to manipulate equipment and camp activities; requires a normal range of hearing and eyesight to record, prepare, and communicate appropriate camper activities/programs and the ability to lift up to 50lbs; willing to work regular hours with limited or simple equipment and facilities; and with daily exposure to sun and heat.