girl scouts
heart of michigan

Job Title:	Camp Counselor	**Reports To:**	Assistant Camp Director
Department/Group:	Program	**Job Code/Req#:**	79300
Location:	Camp Linden Camp Merrie Woode	**Travel Required:**	Yes
Level/Salary Range:	$240/week	**Position Type:**	Seasonal
Program Contact:	Human Resources	**Date posted:**	February 6, 2014
Will Train Applicant(s):	Yes	**Posting Expires:**	Until position is filled

Applications Accepted By:

FAX OR E-MAIL: (269)492-1439 or hr@gshom.org Subject Line: Camp Counselor (Specify Location) **Attention:** HR – Program Department	**MAIL:** HR – Program Department Girl Scouts Heart of Michigan Subject Line: Camp Counselor (Specify Location) 601 W Maple Kalamazoo, MI 49008

Job Description

POSITION SUMMARY

To further the mission of the camp through the development and delivery of camp activities that are safe, fun, and appropriate to the campers' age and abilities. 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 living skills.

ROLE AND RESPONSIBILITIES

1. Assist in the direction, supervision, and organization of campers in their living unit within activities throughout camp in order to meet the intended camper outcomes.
2. Apply basic youth development principles in working with campers through communication, relationship development, respect for diversity, involvement, and empowerment of youth
3. Assure campers are properly supervised at all time
4. Be aware of and implement safety guidelines
5. Participate in the development and implementation of program activities for campers within the mission and outcomes.
6. Responsible for leading and assisting with the teaching of activities.
7. Actively participate in all program areas as assigned
8. Provide for the progression of activities within the framework of individual and group interests and abilities.
9. Assist in program areas, such as waterfront, nature, all-camp activities, and arts and crafts as directed
10. Maintain high standards of health and safety in all activities for campers and staff.
11. Provide the daily care of each camper within your supervision, including recognition of personal health needs
12. Ensure that the campers receive their medications as directed by Health Officer.
13. Be alert to campers' and staff needs and assist them with personal and/or health problems, and discuss with camp Health Officer and/or resident Camp Director when appropriate.
14. Be alert to equipment and facilities to ensure utilization, proper care, and maintenance is adhered to; report repairs needed promptly to Camp Director.

15. Be a role model to campers and staff in your attitude and behavior.
16. Follow and uphold all safety and security rules and procedures.
17. Seat a good example to campers and other in regard to general camp procedures and practices, including sanitation, schedule, and sportsmanship.
18. Contribute to verbal and written evaluations and communication as requested
19. Participate enthusiastically in camp activities, planning and leading those as assigned.
20. Participate as a member of the camp staff team to deliver and supervise evening program.
21. Other duties as assigned.

EDUCATION

- High School graduate or 18 years of age prior to camp staff training.

PREFERRED SKILLS

- Ability to interaction with all age levels
- Understand the development needs of youth
- Ability to relate to youth and adults in a positive manner
- Demonstrate knowledge and skills in designated camp program areas
- Ability to communicate and work with groups participating (various age and skills 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 the strength and endurance required to maintain constant supervision of campers
- Ability to perform job responsibilities during daylight and nighttime hours
- Physical ability to prepare for, participate in, and lead specific to this camp and position

COMPENSATION

- Room and board
- $270 per week (based on a 6-day week)
- Work days each week will fluctuate depending on need.

LOCATION EMPLOYMENT DATES

Camp Linden – June 22 – August 10, 2014

Camp Merrie Woode – June 22 – August 10, 2014

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