

## **SUMMER CAMP COUNSELLORS**

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### **Summary**

This position reports to the Recreation & Wellness Programmer and the Head Camp Leader and will work with the rest of the staff team to serve campers and parents.

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### **General Duties**

The general duties of a Counsellor involve the overall care, safety and supervision of a group of 10 to 40 campers. Counsellors will accompany their campers to program areas and supervise behaviour in programs, while also taking an active role in the activities. Camp Counsellors will assist the Head Leader in implementing age-appropriate activities and will assist as needed during lunch, snack times and with special events and trips.

1. Counsellors are responsible for teaching campers respect and responsibility - by role modeling these behaviours in everything they do.
2. Counsellors are responsible for the life needs of campers – monitoring the necessary behaviours and habits of each camper and teaching values.
3. Counsellors are responsible for campers to have fun – encouraging friendships in the sections, personal knowledge of each camper, planning appropriate activities, knowing camper's programs, using camper ideas for programs, allowing personal time for campers to enjoy at their own pace.
4. Counsellors are responsible for the friendships campers develop - with other campers and staff through positive role modeling.
5. Counsellors are responsible for the safety of campers – physical safety, emotional safety, and social safety.
6. Counsellors are responsible for the sense of belonging campers develop at camp – encouragement; know each camper as an individual, safe atmosphere.
7. Counsellors are responsible for the learning of the campers – encouraging new experiences, talking about learning at camp, teaching new skills; ensuring appropriate things are learned, devaluing inappropriate learning.
8. Counsellors are responsible for making camp a place to return to – by doing all of the above.

### **Supervision and Orientation**

The Head Camp Leader for your section of camp supervises the Camp Counsellors. Over the course of the summer there will be three staff development meetings. One prior to the summer to review the job description, goals, expectations and staff development process, one midway through the summer to review performance and one at the end of the summer as a final evaluation that includes recommendations for future employment.

## Qualifications

- Previous experience volunteering or working with school-aged children
- First Aid and CPR Level C current certification
- High Five Principles of Healthy Child Development
- Minimum age requirement of 16 years
- Satisfactory Police Vulnerable Sector Reference Check

## Competencies

**Teamwork:** Participates actively in a team for organizational effectiveness.

**Communication:** Communicates in a thorough, clear and timely manner and supports information sharing and goal achievement.

**Concern for Health and Safety:** Acknowledges and understands how to manage and educate others of risk or harm reduction (physical, emotional, and social).

**Initiative:** Does the right thing at the right time without being asked.

**Quality Focus:** Ensures that success criteria for self, staff, and programs are set, reviewed and surpassed regularly to provide excellent service delivery.

**Self-Management:** Works independently within prescribed parameters, can discern the relevance of issues and communicate them effectively to their Supervisor and team members.

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*The above description reflects the general details considered necessary to describe the principal functions and duties as required for proper evaluation of the job and shall not be construed as a detailed description of all the work requirements that may be inherent in the job.*