



**Job Title:** Cabin Counselor/Activity Leader

**Classification:** Nonexempt (*Seasonal*)

**Position Purpose:** To be primary caregivers for each camper and to serve as both an activity leader and shepherd. The counselor is responsible for planning, teaching, coordinating, and carrying out activities and guiding campers in their personal growth and daily living skills.

Typically, counselors will live in a cabin with up to 15 campers, one counselor-in-training, and one co-counselor. Counselors will also serve as activity leaders and shepherds throughout the summer.

**Essential Job Functions:**

1. Assist in the direction, supervision, and organization of campers in their cabin, within activities and throughout camp.
  - a. Apply basic youth development principles in working with campers through communication, relationship development, respect for diversity, involvement and empowerment of youth.
  - b. Assure campers are properly supervised at all times.
  - c. Be aware of and implement safety guidelines.
2. Maintain high standards of health and safety in all activities for campers and staff.
  - a. Provide the daily care of each camper within your supervision including recognition of personal health needs.
  - b. Ensure that campers receive their medications as directed by the nurse and pick up their special diet plates at meals.
  - c. Be alert to camper and staff needs and assist them with personal and/or health problems, and discuss with nurse and/or camp director when appropriate.
  - d. Be alert to equipment and facilities to ensure utilization, proper care, and maintenance is adhered to; report repairs needed promptly to the camp director.
3. Be a role model to campers and staff in your attitude and behavior.
  - a. Follow and uphold all safety and security rules and procedures.
  - b. Set a good example to campers and others in regard to general camp procedures and practices including sanitation, schedule, and sportsmanship.
4. Activity Leader: Be responsible for teaching, leading, and supervising an activity, whether it be a station for an all-camp, optional, or morning activity rotation.  
(These may include outdoor games, indoor games, arts and crafts, tie dye, kickball, etc.)
  - a. Be knowledgeable of rules/guidelines of each activity and be able to give instructions at an age appropriate level.
  - b. Be aware of campers who may not have the same skill level or excitement about the activity as others and find creative ways to get them involved, or ask the shepherd for assistance.
  - c. Find creative ways to make activities new and exciting for campers.
  - d. Ensure all campers and staff are following safety guidelines.
5. Shepherd: Lead a cabin of campers to each activity and ensure that they are supervised and following safety guidelines, whether it be for an all-camp or morning activity rotation.
  - a. Ensure all campers get to and from each activity safely and are being included with the rest of the group.
  - b. Ensure safety instructions are being adhered to and that campers are being attentive to instructions given by the activity leader.
  - c. Assist the activity leader as needed and instructed to ensure safety and



- efficiency.
- d. Participate enthusiastically in the activity with the campers.

**Other Job Duties:**

1. Participate enthusiastically in all camp activities, planning, and leading those as assigned.
2. Participate as a member of the camp staff to deliver and supervise evening programs, special events, overnights, and other all-camp activities and camp functions.
3. Assist in the planning and/or cleaning up of any special events.
4. Model a positive attitude and Christ centered life to the staff, volunteers, and CITs.
5. Additional duties as assigned.

**Knowledge, Skills, and Abilities:**

1. Understand the development needs of youth.
2. Ability to relate to youth and adults in a positive manner.
3. Demonstrate knowledge and skill in program areas designated camp program areas.
4. Ability to role model positive behavior for youth.

**Physical Aspects of the Job:**

1. Ability to communicate and work with groups participating (age and skill levels) and provide necessary instruction to campers and staff.
2. Ability to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques.
3. Ability to observe staff behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate management techniques.
4. Visual and auditory ability to identify and respond to environmental and other hazards related to the activity.
5. 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.

*Must be willing to live in a camp setting and work irregular hours delivering programs in the facility available. Operate with daily exposure to various weather conditions.*