



Department of Sport & Recreation

Counselor

Responsible to: Senior Coordinator, Senior Supervisors, Supervisor and Assistant Supervisor
Supervises: Campers

Position Summary:

As a Camp Counselor, you will be a vital member of our summer camp team, playing a key role in creating a positive and enriching experience for campers. Your responsibilities will involve fostering a supportive and engaging environment, ensuring the well-being and safety of campers, and actively participating in various camp activities.

Requirements:

- Applicants must be 18 years of age or older at the start of the camp.
- Previous experience working with children in a camp or recreational setting is required.
- CPR and First Aid certifications are a plus.
- Strong communication and interpersonal skills are essential for effective interaction with campers, parents, and fellow staff members.
- Applicants with a genuine interest in pursuing a child-related career or a strong desire to work with children are highly encouraged to apply.
- Participation in relevant workshops or training sessions related to child development, safety protocols, and camp counseling is required.

Duties and Responsibilities:

1. Program Planning and Implementation:
 - a. Develop and execute engaging and age-appropriate camp programs for children.
 - b. Create and facilitate lesson plans for daily activities, ensuring a balance of educational and recreational content.
 - c. Organize and lead various small and large group activities to foster camper development and enjoyment.
2. Supervision and Safety:
 - a. Supervise campers and ensure their safety, well-being, and skill development.
 - b. Maintain constant surveillance of pool/body of water areas and enforce safety guidelines.
 - c. Know and understand all emergency procedures associated with the camp program.
3. Record Keeping:



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- a. Assist in maintaining accurate program records, including incident reports, logbook documentation, and daily attendance.
- b. Record and track campers' dietary restrictions/allergies, ensuring proper distribution of meals/snacks.
- c. Keep detailed records of campers' participation and achievements.
4. Workshop Attendance:
 - a. Attend relevant workshops and training sessions to enhance skills related to child development, safety protocols, and camp counseling.
 - b. Implement learnings from workshops into daily camp activities.
5. Camp Operations:
 - a. Maintain a schedule for camp participants, ensuring timely transitions between activities.
 - b. Ensure cleanliness and organization of the campsite.
 - c. Mediate disputes among campers and foster a positive and inclusive camp environment.
6. Communication:
 - a. Effectively communicate with campers, parents, and other staff members.
 - b. Implement and enforce all safety guidelines associated with the camp program.