

# **Chapel Rock Summer Camp Counselor Job Description**

## Purpose:

- To ensure safety and provide a fun, spiritually rich camp program where Campers can experience the love of God within Christian community at an Episcopal Church camp
- To grow as a young Christian adult through service, worship, and teamwork

## Minimum Qualifications:

- At least 18 years of age
- Desire and ability to work with children outdoors
- Willingness and ability to work hard seven days a week
- Willingness to supervise all aspects of assigned campers' days, including wake-up, clean up, meals, rest time, evening activities, preparing for bed, overnight, and after-hours duties as assigned
- Maturity, integrity, adaptability, enthusiasm, sense of humor, patience, and self-control
- Willingness to assist in teaching program activities at camp
- Successful completion of staff training

## Key Responsibilities:

- Develops a personal relationship with each member of the cabin, getting to know them and be available for their needs. Shows interests in their lives, and in likes and dislikes
- Recognizes and responds to opportunities for problem solving in the cabin group
- Lives with, oversees, cares for, and is responsible for the general welfare of an assigned group of Campers
- Is familiar with the daily schedule and helps Campers arrive on time to activities
- Leads Campers to activities throughout the day and participates with them in camp activities as required
- Leads assigned Camper group in nighttime prayers/devotionals
- Uses positive behavior management techniques with Campers, and models appropriate behavior at all times
- Reports any concerns about Camper or Counselor safety to Head Counselors, Program Director, and/or Chapel Rock faculty
- Ensures Camper living environment is safe, clean and tidy
- Eats what is served at mealtimes and encourages Campers to eat well-balanced meals
- Maintains a kind, helpful, team-oriented, Christian attitude, and seeks help as needed in order to maintain a positive attitude
- Contributes to the well-being of the Counselor team through encouragement, prayer, helpfulness, support, and a sense of humor
- Uses unique gifts and strengths to co-create a rich camp program (i.e. musical talents, crafting skills, sports leadership, drama experience, knowledge about nature)

- Follows all personnel policies as stated in the Chapel Rock Policies and Procedures Manual
- Completes Safeguarding God's Children before arriving at Counselor Training
- Submits to a background check during initial hiring process
- Performs other duties as assigned

Reports To: Program Directors and Head Counselors

Length of Appointment:

Reports to camp for Counselor Training at 2:30 p.m. on Sunday of training week. Duties end at 3:00 p.m. on Saturday of the fifth week (end of June/early July); specific dates are on the job application.

Time Commitment:

The work week begins Sunday at 12:00 p.m. and ends Saturday at 12:00 p.m. every week. Each counselor will have one four-hour time period off during the week and all staff will be off the 24 hours in between sessions.

Support:

- Meals are provided each week starting Sunday with lunch and ending Saturday with breakfast. Saturday dinner and Sunday breakfast are not provided.
- Any facilities problems or heavy cleaning needs to be reported to Head Counselors or Program Director.
- First Aid and CPR training is provided during Counselor Training week
- Spiritual care and support for Counselors and Campers are provided by Chaplains.
- Moral support is provided by Program Director, Head Counselor, and fellow Counselors.

Dress Code: Dress is casual, comfortable, appropriate for moderate physical activity, and modest.