

JOB RESPONSIBILITIES  
**COUNSELOR**

**RESPONSIBLE TO:** Division Director

**RESPONSIBILITY:** To achieve the camp goals with major responsibilities in caring for the needs of and supervising campers in your cabin/tent and assigned activities. Assist in other areas of camp organization as requested.

**MINIMUM QUALIFICATIONS:**

- Must be 18 years or older
- Must have experience working with children
- Must have emotional and spiritual maturity
- Must agree with statement of Christian conduct, spiritual standard, and statement of faith

**ESSENTIAL FUNCTIONS:**

1. Supervise and guide campers in your cabin/tent throughout camp in order to meet the intended camper outcomes.
  - a. Apply basic youth development principles in working with campers through communication and relationship development.
  - b. Supervise campers in your cabin/tent during divisional watch, mealtime, rest hour, cabin time and capers, and other campers at assigned activity areas
  - c. Remind campers of rest hour, bedtime policies and camp safety rules and enforce those rules.
2. Participate in the development and implementation of activities for campers within the mission and outcomes.
  - a. Instruct in activities as scheduled
  - b. Plan and conduct Bible Exploration daily with your cabin group
  - c. Plan and carry out divisional evening programs.
  - d. Help plan and implement weekly all-camp themes as assigned
  - e. Plan and conduct cabin time activities each day
3. Maintain high standards of health and safety in all activities for campers and staff.
  - a. Watch the health of the campers and refer any problems to the nurse
  - b. Ensure the safety and well-being of the campers under your supervision
  - c. Be alert to equipment and facilities to ensure utilization, proper care, and maintenance is adhered to.
4. 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 staff by placing a priority on the health of your spiritual walk.
  - c. Make every effort to be a constructive staff member, contributing in every way possible to the health, harmony, and happiness of the Cedarbrook family group and to the accomplishment of the mission, goals, and objectives of Camp Cedarbrook in the Adirondacks

**PHYSICAL ASPECTS OF THE JOB:**

- Ability to communicate with groups participating (all ages and skill 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.
- 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 and possess strength and endurance required to maintain constant supervision of campers.

**OTHER JOB RESPONSIBILITIES:**

- Participate in training during pre-camp and in-service training during camp
- Participate in formal and informal performance appraisal given by your supervisor
- Participate in staff meetings
- Assist in other camp duties as needed