



JOB DESCRIPTION – CHAMP CAMP COUNSELOR

Responsible to: Camp Directors

Minimum Qualifications:

- Desire and ability to work with children
- Love of outdoor environment
- Able to relate well to others
- Competent in a medical specialty or have expertise in area of identified need
- Possess enthusiasm, sense of humor, patience, initiative, self-motivation, and good judgment
- Minimum age is 18 years
- Minimum education required is high school diploma

General Duties:

A. To identify and meet camper needs by:

- Actively participating in health care routines
- Recognizing and responding to opportunities for problem solving
- Facilitating interaction between camper and camper, camper and staff
- Encouraging possibilities for success and individual achievement

B. To carry out camp programs by:

- Guiding cabin groups/individual campers to full participation in all aspects of camp
- Reinforcing camp safety regulations
- Developing cabin activities with campers and other staff as appropriate
- Supervising all assigned aspects of the campers' day, including wake-up, cabin clean-up, mealtimes, quiet time, medical routines, program activity groups, evening programs, bedtime

C. To fulfill other roles by:

- Actively participating in orientation and staff training, assigned staff meetings
- Setting a good example for campers including cleanliness, punctuality, sharing chores, sportsmanship, table manners
- Following camp rules and regulations
- Encouraging respect for personal property, camp equipment, and the site facility
- Managing personal time off in accordance with camp policies
- Maintaining positive public relations with campers' parents
- Some duties may be reassigned and other duties may be asked of you as required

Essential Functions of a counselor:

1. Ability to communicate and work with children with varying ages and skills; and provide necessary guidance, support, and supervision to campers at all times.
2. Ability to observe camper behavior and participation, assess appropriateness of such, and enforce safety regulations and emergency procedures.
3. Visual and auditory ability to identify & respond to environmental and other risks related to an activity. Physical endurance to lift/move children/adolescents and their respective equipment.

4. Physical strength and ability to respond appropriately to situations requiring medical intervention.
5. Cognitive ability to provide leadership to achieve camp goals and objectives.
6. Previous campers who wish to participate as counselors must be independent in their own care and daily living skills OR arrange for their own 24-hour care by bringing a nurse, therapist, or attendant from home, or perhaps two persons, if necessary. These caretakers will not be counselors to the campers but will be specifically in the role of providing care and support to the particular counselor with specific needs.

Counselor Applications are considered first from those who are in a health-related or child development field: and then from others on a space-available basis. Due to the ever-changing needs of camp, it is necessary to give priority to those who are able to fulfill the essential functions noted above. We are unable to guarantee a role to anyone, regardless of their prior service with camp.

Again, Please Note:

All counselor applicants, either returning or first-time, are considered for acceptance based on the needs of camp and on a space available basis.

Orientation Attendance Exceptions

In the past, we used to consider attendance exceptions during orientation on a case by case basis. Due to the increase in requests, and complaints from other counselors, we made a decision to stop granting exceptions, even for our long term counselors. This was an attempt to be fair to everyone. It was never an attempt to be exclusionary, just to be consistent and fair.

It has recently come to our attention that concerns remain in regard to this issue. As such, after extensive discussion, we have decided to once again begin considering requests for late arrival or missed periods of orientation due to personal unchangeable conflicts. While we will continue to work on a case by case basis, we ask that you consider the following as you contemplate requesting an exception to attending orientation:

1. Orientation is a component of our American Camp Association (ACA) accreditation, not just a warm, fun team building opportunity.
2. With that said, orientation is a way to build a community that works cohesively and safely for the care of our campers throughout the week.
3. Everyone works in a variety of fields. Sometimes it has been a year since a counselor has been exposed to the needs of our population. Orientation is a time to re-familiarize yourself with the required care and increase your comfort level prior to camper arrival.
4. If you are a counselor who is working with our population on a day to day basis, your expertise could provide others with the comfort level to provide a more successful opportunity to our campers.

The one consistent component through these changes is that the CHAMP Camp board of directors, executive director and camp directors are forever grateful and humbled by your service and commitment to this organization. Our appreciation is greater than words can express.

Please contact Jamie Mitchell at 317.679.1860 or Emily Miller at 419.889.8733 if you would like to discuss alternative needs for arrival and departure at camp.