



Job Title: Sleepaway Kamp Counselor
Reports To: Kamp Director
Classification: Exempt (Seasonal)
Compensation: \$240-\$260 per week stipend plus room & board, American Red Cross certification in Wilderness First-Aid, Basic Water Rescue and CPR for the Professional Rescuer & AED as component of staff training.

Position Purpose:

To further the mission of Vanderkamp by serving as the primary caregiver and role model for kampers. Counselors provide direct supervision of kampers during kamp program activities, cabin time, and lodging. Counselors guide kampers in their personal growth, hygiene, and daily living skills. Counselors are responsible for planning, teaching, coordinating, and carrying out daily and weekly program activities and events including bible exploration and within areas of experience or expertise. Design and deliver program activities in as safe a manner as possible that are fun and appropriate to the kampers' age, developmental level, and abilities.

Essential Job Functions:

1. Assist in the direction, supervision, and organization of kampers in their living unit, within activities, and throughout the kamp in order to meet the intended kamper outcomes.
 - Apply basic youth development principles in working with kampers through communication, relationship development, respect for diversity, involvement and empowerment of youth.
 - Assure kampers are properly supervised at all times, especially routine visual and auditory checking upon of kampers in lodging and during activities.
 - Ensure appropriate staff to kamper ratios are maintained in accordance with the health and safety plan submitted to the Oswego County Health Department.
 - Educate kampers and enforce policies and procedures related to care of the facilities, grounds, and equipment.
 - Be aware of and implement all health, safety, and risk management procedures.
2. Participate in the development and implementation of program activities for kampers within the stated mission of Vanderkamp and kamp goals, objectives, and outcomes.
 - Responsible for leading and assisting with the teaching of activities during tribe time, including mission projects and bible exploration.
 - Actively participate in all program areas as assigned.
 - Facilitate the progression of activities within the framework of individual and group interests and abilities through demonstrated knowledge and interest of kampers in counselor's care. Guiding kampers' activity choices to foster individual spiritual, physical, cognitive, social, or behavioral development.
 - Assist in program areas such as waterfront, nature, all kamp activities, and arts and crafts as directed, while in attendance in kamper supervisory role.
3. Maintain high standards of health and safety in all activities for kampers and staff.
 - Provide the daily care of each kamper within your supervision including recognition of personal health needs.
 - Ensure that kampers receive their medications as directed by Health Director/Nurse.
 - Be alert to kampers and staff needs and assist them with personal and/or health problems and discuss with Health Director/Nurse and/or Kamp Director when appropriate.
 - Be alert to equipment and facilities to ensure utilization, proper care, and maintenance is adhered to; report repairs needed promptly to Kamp Director.
 - Observe and assess kamper behavior and assess its appropriateness and apply appropriate behavior-management techniques in accordance with kamp philosophy and policies.
 - Educate kampers and enforce policies related to keeping lodging clean and free of debris. This includes not having any snacks or food in the living units that could attract wildlife.
4. Be a role model to kampers and staff in your attitude and behavior.
 - Follow and uphold all safety and security rules and procedures.

- Do not take exception to the rules because you are staff (e.g., eating in living unit).
 - Set a good example to kampers and others in regard to general kamp procedures and practices including sanitation, schedule, and sportsmanship.
 - Set a good example in demonstrating care and respect for the facility, environment, and equipment by taking due care and cleaning up after oneself.
 - Demonstrate a positive attitude in the face of change or adverse circumstances (e.g., weather cancelation of desired activity).
 - Demonstrate Christian principles of love, peace, and acceptance. "Be the change you would like to see in the world."
 - Share personal faith journey with kampers in manner developmentally appropriate to their needs and abilities.
5. Develop and deliver programs in area of specialization/expertise that are appropriate for the age and developmental abilities of the kampers
 - Write lesson plans that meet kamp outcomes and the abilities of the kampers
 - Evaluate abilities of kampers and staff
 - Deliver programming that affords opportunities for progressive skill development, spiritual, or personal growth, and improved health
 - Evaluate the success of programs offered and communicate findings to Kamp Director
 6. Ensure that kamp staff and kampers know and follow all safety and educational procedures
 - Assist in the implementation of staff training in area of specialty/expertise
 - Train other staff in their responsibilities when assisting with area of specialty/expertise
 - Ensure kampers and staff follow all safety and risk management procedures.
 7. Assist Kamp Director in the management and care of the physical facilities and equipment related to the area of specialty/expertise
 - Maintain all equipment and supplies related to area of specialty/expertise
 - Ensure the security of all equipment and supplies when not in use
 - Conduct a daily check of the area and equipment for safety, cleanliness, and good repair
 - Clean and maintain equipment on a set schedule as directed by Kamp Director
 - Clean program area daily keeping it free of hazards and debris.

Other Job Duties:

- Contribute to verbal and written evaluations and communication as requested.
- Participate enthusiastically in all kamp activities, planning, and leading those as assigned.
- Participate as a member of the kamp staff team to deliver and supervise evening programs, special events, overnights, and other all-kamp activities and kamp functions.
- Participate in staff meetings.
- Communicate individual interests/areas of expertise to Kamp Director and volunteer for opportunities for professional development in those areas.
- Contribute to the kamp community by providing assistance in all aspects of kamp life/operations including programming, facility, health services, and dining services as requested.
- Lead or co-lead programming coinciding with area of specialization/expertise.
- Provide programming ideas/support to other counselors.

Relationships:

- Counselors work closely with Kitchen Manager, and Health Director/Nurse regarding the personal needs of kampers in their care.
- Works collaboratively with Kamp Director, Waterfront/Aquatics Director, and other Counselors involved in program provision as appropriate and required given area of experience/expertise.
- Counselors report directly to the Kamp Director and should provide feedback on kampers' experiences at kamp, report any risk management concerns, and report any facility, grounds or equipment maintenance requests.
- Counselors should report any health or safety concerns to the Health Director/Nurse regarding individual kampers or environmental threats/hazards at kamp.
- Counselors should limit personal communications with other counselors and staff during scheduled

shifts, rather waiting for an appropriate time and place (e.g., time off in the staff house). While staff are encouraged to develop personal friendships and professional relationships, this should never detract from opportunities to interact with kampers and provide adequate and appropriate supervision.

Equipment Used:

- Facility: 850 acres of lawns, fields, woods, and streams. 45-acre private lake with designated swim area, docks, and remote waterfront campsites. 5 lodges, 6 cabins, dining/meeting/indoor recreation spaces, and support structures. Off-duty staff housing available for season.
- Programming Equipment will vary with area of experience/expertise:
 - Physical Activity & Sport: equipment associated with archery, field sports (e.g., kickball, soccer or flag football), floor hockey, volleyball, and the like.
 - Arts & Crafts: variety of paint products, brushes, glues, beads, glitters, fabrics, leather punches, wood craft, candle making, and the like.
 - Drama/Theatre: costume collection and accessories, props, outdoor stage
 - Music: piano, organ, drums & percussion instruments, and the like.
 - Outdoor Recreation: compasses, tents, stoves, and the like.
 - Environmental/Nature Education: field guides, binoculars, insect containers, nets, scopes, water test kits, and the like.
 - Farm/Garden: variety of shovels, rakes, hoes, baskets, and the like.
 - Indoor Games: board games, cards, and the like.
 - Outdoor Games: Gaga court and ball, foam swords, and the like.
 - All-Kamp: Night Games, Kamp Fires, Special Events involve a variety of equipment and materials from the above program areas
- Living unit and facility: as necessary for the health and safety of kampers and staff (e.g., mops, brooms, cleaning supplies, plungers), counselors may need to operate fire extinguishers

Qualifications: (Minimum Education and Experience)

- Must be 18 years of age, high school graduate preferred.
- Ability to interact with all camper age levels. From 6 to 17.
- Experience working with people of differing physical and developmental abilities preferred.
- Current instructional certification in area of specialization/expertise preferred (e.g. NYS teaching certification in music).
- Experience leading educational or recreational programs with children ages 6 – 17 in area of specialization/expertise preferred.
- Must hold or be willing to obtain current American Red Cross Adult and Pediatric First Aid, CPR, and AED certification. Counselors interested in assisting with outdoor recreation or environmental education activities would be required to obtain Wilderness First-Aid certification.
- Must complete health profile 10 days prior to first day of staff training or work.

Knowledge, Skills, and Abilities:

- Understand the development needs of youth. Professional education or training preferred.
- Ability to relate to youth and adults in a positive manner.
- Demonstrate knowledge and skill in a variety of program areas.
- Desire and ability to work with children outdoors.
- Willingness to live and work in a kamp setting, working irregular hours.

Physical Aspects of the Job:

- Ability to communicate and work with children ages 6 (+) and adults, providing necessary instruction to kampers and other staff members.
- Ability to observe camper behavior and assess its appropriateness, ability to assess and proactively avert risk management threats, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques in accordance with kamp philosophy and policies.
- Ability to observe staff behavior and assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate management techniques. Ability and self-confidence

to communicate concerns to the appropriate superior staff (e.g., Kamp Director, Health Director/Nurse, or Executive Directors) depending upon the nature and severity of the concern.

- Visual and auditory ability to identify and respond to environmental and other hazards related to any activity for which providing supervision of kampers.
- Physical ability to respond appropriately to situations requiring first aid. Must be able to assist kampers in an emergency (fire, evacuation, illness, or injury) and possess strength and endurance required to maintain constant supervision of kampers.
- Endurance and agility for prolonged standing, sitting, bending, stooping, or stretching as required for different activities.
- Normal range of hearing/eyesight to observe, record, prepare, and communicate appropriate camper and staff activities.
- Endure daily exposure to a variety of weather conditions including sun, heat, and rain.
- Endure routine exposure to insects (e.g., mosquitos, ants, bees, or spiders). May encounter other wildlife such as fish, snakes, bats, deer, fox or domesticated animals (e.g., dogs or chickens) though direct contact not required.
- Ability to lift and carry 50 lbs. for short distances.