FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

SCHEDULE B

Position: Overnight Camp Cabin Counselor

Reports to Village Director and assigned Program Area Director (Land Sports, Water Sports, Creative Arts, Quest, Ropes or Outdoor Pursuits Directors)

General Function The Cabin Counselor will supervise and effectively lead a group of campers in daily activities. The Cabin Counselor will provide a safe and nurturing environment for campers and will be actively involved and have a positive attitude about all camp activities.

Entry Requirements

- Desire and ability to work with and relate to children and one's peers in an outdoor setting
- Good communication skills (speaking and writing)
- Willingness to accept supervision and guidance
- Ability to teach and assist in activities
- Good role model, high integrity and adaptable
- Successfully completed a year of college or the Camp Hazen YMCA Assistant Counselor program
- Current First Aid and Adult and Child CPR certifications preferred
- Ability to attend and complete appropriate trainings and certifications related to your assigned program area

Job Segments

1. Demonstrate and teach the values of caring, honesty, respect, and responsibility to all campers and staff.
2. Maintain positive public relations with parents, visitors and the general public at all times.
3. Actively engage campers and parents on check in and check out days.
4. Guide, direct and organize the campers in your care during cabin clean up, siesta, meal times, flag, evening activities and other transitional times.
5. Provide overnight supervision in cabins.
6. Complete and submit required paperwork on time (i.e. nightly Counselor notes, end of session `Letter from the counselor, personal evaluations, etc.)
7. Lead cabin chats in cabin every night, when on duty.
8. Respond to, and provide opportunities for discussion of individual or group problems or concerns.
9. Design, implement and instruct skill classes.
10. Teach up to 5 skill classes each day, as assigned.

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11. Supervise, actively engage and assist campers during the entire program time.
12. Have all equipment ready for each skill class assigned.
13. Check all equipment for safety before use when applicable.
14. Follow established procedures for and enforce safety guidelines among campers and staff.
15. Adhere to policies related to boundaries with children.
16. Attend required abuse risk management training.
17. Adhere to procedures related to managing high-risk activities and supervising children.
18. Report suspicious or inappropriate behaviors and policy violations.
19. Follow mandated abuse reporting requirements.
20. Return all equipment to its appropriate place after use.
21. Keep personal area and cabin neat and clean.
22. Approach strangers in camp professionally and courteously. Arrange to have them escorted to the office.
23. Plan for, and fully participate in cabin overnights
24. Participate effectively in free recreational time by being on time to duty station and maintaining a sense of order among campers in your assigned area, effectively use this time to help campers develop appropriate relationships with yourself and each other.
25. Follow established procedures for supervising camper health.
26. Instruct campers in emergency procedures including fire, severe weather, lost camper and buddy checks.
27. Actively participate in staff training, meetings and supervisory conferences.
28. Perform other duties as assigned.

Essential Functions

1. Ability to communicate and work with assigned ages and skill levels and provide necessary instruction to campers.
2. Abilities to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures and apply appropriate behavior-management techniques.
3. Visual and auditory ability to identify and respond to environmental and other hazards related to assigned activities.
4. Physical ability to respond appropriately to emergencies and situations requiring first aid.
5. Physical strength and endurance required to maintain constant supervision of campers in program area and cabin
6. Physical ability to carry supplies on the trails of our camp for the purposes of hiking to overnight sites.
7. Emotional maturity and ability to live with peers and campers in a communal setting on site for the duration of the season.

Effect on End Results

1. To the extent that campers develop in caring, honesty, respect, and responsibility in a safe and nurturing environment.
2. To the extent that equipment and facilities are kept in good repair and condition.
3. To the extent that each program segment will be the highest quality for everyone to experience enjoyment and success.

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