

PRESBYTERY OF EASTERN VIRGINIA

MAKEMIE WOODS - SUMMER CAMP JOB DESCRIPTION

Group Counselor

Qualifications:

- 1) Minimum of 18 years of age.
- 2) Completed at least one year of college.
- 3) Willing to learn camping, counseling, and Biblical skills necessary for participation in camp program.
- 4) Be a member of a Christian church and willing to share faith with others.
- 5) Willing to devote him/herself to the complete camp experience.
- 6) Must have certification in American Red Cross First Aid and Adult and Child CPR prior to the beginning of camp

Responsible to:

The Camp Director, Assistant Director, and Program Director

Essential Functions:

Must have visual and auditory skills necessary to supervise children both up close and from a distance and lead them in physical activities. Must be able to walk with campers up to two miles over unlevel terrain. Must be able to articulate Christian faith consistent with the theology of the Presbyterian Church (USA) and United Methodist Church, though membership in one of these denominations is not required.

Preparation (before coming to staff training):

- 1) Prepare for this assignment first of all with prayer. The position is one of Christian leadership, through group leadership.
- 2) Master the camp manual of operations, including knowledge of all policies and procedures.
- 3) Read an assigned book about camp counseling.

Christian Responsibilities:

- 1) Strive to make every aspect of camp life a Christian growth activity.
- 2) Assist in leading worship when requested.
- 3) Make prayer and personal growth a part of daily activities.
- 4) Maintain an attitude of committed maturity and strive to be positive Christian example to campers and staff.
- 5) Strive to be sensitive to the particular needs of campers and staff, being constructive in discipline, helpful in critique, and enthusiastic in compliments.

General Responsibilities:

- 1) Leadership and guidance along with a co-counselor for a group of 8-14 campers.
- 2) Participation in the planning and carrying out of the camp's programs and goals.

Specific Responsibilities:

- 1) Serves as counselor for small group, overseeing the schedule and well-being of entrusted campers (This is a 24 hour a day job, with a daily break.)

- 2) Plans with co-counselor as soon as they are paired.
- 3) Shares leadership role with co-counselor and campers.
- 4) Learns as much about campers as is possible before their arrival.
- 5) Greets campers and parents as campers arrive. Helps camper get settled in.
- 6) Attends staff meetings and reports to the director, asst. director, program director, and/or cooperation coach matters he/she cannot handle alone.
- 7) Leads campers in a daily devotion.
- 8) Participates enthusiastically in the whole camp program.
- 9) May serve as a relief counselor when circumstances permit; these responsibilities may include, but are not limited to, relieving other counselors so they may have a break, assisting in program areas, washing dishes and/or packing cook-out orders.
- 10) Carries out any other appropriate task assigned by the Director, Asst. Director, and Program Director.
- 11) Completes end of session and end of season evaluation sessions.