



Camp Westminster
Westminster Church of Detroit

Summer Counselor Job Description

CAMP WESTMINSTER ON HIGGINS LAKE

Responsibilities

1. Direct, one-on-one supervision of up to 12 campers each camping session, including sleeping, eating and working with campers assigned to his/her cabin
2. Serves as a teacher, counselor, friend, role model to all campers and especially to those assigned to their cabin and instructional group.
3. Supervises and assists campers with daily chores, cabin hour activities, evening program involvement and all other aspects of regular program schedule.
4. Assists cabin with participation in evening vespers.
5. Shares meals with cabin group. Assist in leading songs after meals. Responsible for campers eating 3 balanced meals a day.
6. Supervises cabin group during rest hour.
7. Teaches one or more daily instructional activities as assigned by the program director.
8. Covers for fellow counselors during scheduled time off.
9. Responsible for instructing cabin groups in Camp rules and regulations, and for familiarizing campers with camp's grounds. Instructs campers in all emergency procedures.
10. Performs various staff duties as assigned by the program director, waterfront Director or camp Director.
11. Attends Pre-camp training. Assists in preparing campgrounds for open and close of camp.
12. Responsible for opening and closing inventory of assigned program areas under supervision of the Program or Waterfront Director.
13. Participates in all camp activities and events unless otherwise excused.
14. Performs other tasks as assigned by the Program Director or Camp Director.

The above statements are intended to describe the general functions of a counselor. They are not to be construed as an exhaustive list of all job duties of this position.

Requirements

- Must be at least 18 yrs (19 preferred) and have graduated from High School.
- Experience and/or strong desire to live and work with children.
- Ability to follow directions and work collaboratively as part of a team.



Camp Westminister
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- Ability to maintain an enthusiastic outgoing positive attitude.
- Teaching/instructional ability and/or experience.
- Ability to listen to and to counsel children.
- Must be adaptable and patient.

Accountability

Program Director

Evaluation

At the end of summer by Program Director and Camp Director.

Physical Requirements

This role requires a moderate amount of physical activity that may include but is not limited to: ability to move from one end of camp to the other (approximately ¼ mile) without tiring at speed sufficient to keep up with campers, safe movement over uneven ground in various lighting, manipulating boxes and storage up to 25 pounds over short to moderate distances.