Position Description

JOB TITLE: Summer Camp Counselor  
DATE REVISED: March 2015

CLASSIFICATION Part-time  
DEPARTMENT: Campus Recreation

REPORTS TO: Assistant Director of Competitive Sports and Camps

Essential Responsibilities
The summer camp counselors are responsible for executing the day to day operations and management of the summer camp program. These individuals will provide supervision, guidance, and overall support to the campers each day.

- Supervise camper activities to ensure a fun, safe environment
- Execute weekly camp games, activities, on-campus field trips, crafts, etc.
- Correctly respond to any injury or emergency situations
- Provide encouragement to all participants in program
- Monitor camper drop-off and pick-up each day
- Fully participate in all camp games and activities, including swimming during pool time and belaying during climbing at the rock wall
- Handle camper disputes and other behavioral issues accordingly; discipline as necessary
- Effectively communicate with parents and guardians throughout the camp day
- Promote a safe, learning environment for campers
- Be available for both morning and afternoon shifts
- Attend staff meetings as scheduled
- Work within a non-smoking, physically-active environment
- Other duties as assigned

Minimum Qualifications
- Experience in youth programming or supervision
- Leadership and supervisory abilities
- Ability to work as part of a team
- Analytical skills to: identify problems, assess alternatives, and render consistent, logical decisions
- Knowledge of standard practices in youth supervision
- Strong verbal communication skills
- Strong organizational and time management skills

Competencies

Work Environment
- Fitness center and outdoor working environment
- Non-smoking environment
- Moderate to loud noise

Physical Demands
- Standing or walking for at least 90% of the work day
- Frequent bending, stooping
- Eye-hand coordination
- Hearing and speaking required