



a seriousfun camp

THE HOLE IN THE WALL GANG CAMP

Lead Counselor

Job Description

Job Requirements

- 19 years of age or completion of one year of college.
- Physically and mentally capable to handle the care of campers.
- Be familiar with and enforce all safety, emergency and camp policies.
- Serve as a role model and provide support to Camp volunteers.
- Commitment to foster a community that celebrates inclusivity and our camp values, which include camaraderie, appreciation, possibility and safety.
- Be flexible with the changing needs of the program.
- Previous camping, education and/or childcare experience preferred.
- Perform other duties as deemed necessary by Camp leadership.
- All positions are residential and are hired for the duration of our summer program. The time commitment is early June to late August.

Job Summary

The lead counselor position requires a round-the-clock commitment to your campers and their well-being. The lead counselor is responsible for all roles and responsibilities of a cabin counselor, including responsibility for the daily care and safety of 8-10 campers, while living and working in a cabin alongside three other counselors. In addition, the lead counselor will work closely with their unit leader and support staff to support the operations of the unit as a whole.

Job Responsibilities

- Review and become familiar with the job responsibilities of cabin counselors, as outlined in the *Cabin Counselor Job Description (2018)*.
- The lead counselor will not shuffle; they will be assigned to a specific unit for the entire summer.
- Work closely and communicate constantly with unit leader about division of responsibilities and to ensure that all tasks are completed as needed.
- Participate in the planning and implementation of cabin, unit and all-camp programming.
- Be involved and assist the unit leader in logistics, creativity, and other tasks at the discretion of the unit leader and residential life coordinator.
- Provide administrative and physical support to the unit as directed by the unit leader, behavior support or residential life coordinator. This may include (but is not limited to) planning/facilitating unit activities, providing behavioral support for campers, giving feedback to staff and volunteers, etc.
- Fully participate in behavior support training, cabin counselor orientation, all-staff meetings and any additional required trainings or meetings.
- The lead counselor does not hold a formal leadership position in the unit. However, they will be required to step into such a role when the unit leader is absent.
- Be willing to request help, advice and feedback from peers or support staff. It truly takes a village!
- Be responsible for knowing and adhering to policies and procedures contained in the Camp manual.
- Attend all staff meetings and perform any other duties deemed necessary by the executive camp director and assistant camp director.

Reports to:

The lead counselor is directly responsible to the residential life coordinator.

Modified November 2018