



THE HOLE IN THE WALL GANG CAMP

Family Guide 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.
- Comply with and remain flexible with COVID-19 specific precautions and requirements through the duration of the program, as outlined/advised by the CDC and HITWGC Medical Team
- 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.
- 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 mid-June to mid-August.

Job Summary

The family guide position requires a commitment to an assigned family and their well-being throughout their stay. Family guides are responsible for providing the daily support and safety for their assigned family. Family guides are to provide guidance to their assigned family throughout daily activities, facilitating a positive atmosphere where their family can participate together as a unit. Family guides will live in separate housing from their assigned family and take a more hands-off approach to supporting them. Family guides are there to help create a safe, happy and memorable camping experience for all.

Job Responsibilities

- Work with other staff and volunteers to maintain constant awareness and supervision of all participants. No child is left alone with a family guide; the family stays together as a unit.
- Role model respect and responsibility by supporting your family. This includes attending activities on time, maintaining a clean and safe environment, being respectful of all camp equipment and facilities, etc.

- Always set a good example for your family and colleagues through leadership and personal behavior. Foul language or vulgar topics of conversation have no place on camp.
- Guide families to their scheduled activities for them to participate in. Support their participation from an appropriate, socially distant approach.
- Participate in the planning and implementation of cabin, unit and all-camp events that involve all families and meet various developmental/social/emotional needs.
- Collaborate as equals with other family guides, volunteers, and program pal in the operations of the program, as needed.
- Fully participate in all staff trainings and meetings and complete all paperwork in a timely manner.
- Work and communicate closely with Residential Life Coordinator to meet everyone's' needs – both prior to and during camp session.
- Review personal goals, objectives and progress with the Residential Life Coordinator on a consistent basis.
- 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 family guide reports directly to the Residential Life Coordinator.