



a seriousfun camp

THE HOLE IN THE WALL GANG CAMP

Cabin Counselor Job Description

Job Requirements

- 18 years of age.
- As of January 1, 2023, staff & volunteers within Summer 2023 programming are **required have the primary series AND one booster dose (bivalent) received after September 1, 2022***, to prevent against COVID-19. *The booster dose must be administered two weeks PRIOR to your participation in Camp programming.
- 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 are inclusion, gratitude, possibility, friendship, and safety.
- Be flexible with the changing needs of the program.
- The ability to work with a diverse community in a multicultural environment.
- Perform other duties as deemed necessary by Camp leadership.
- 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.
- 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 Cabin Counselor position requires around-the-clock commitment to the campers and their well-being. Cabin Counselors are responsible for the daily supervision and safety of 8-9 campers and for facilitating positive social interactions and downtime activities. Cabin Counselors live in the cabin with 8-9 campers and three other counselors and help to create a safe, fun, and memorable experience for all.

Job Responsibilities

- Live in the cabin and work as a team with a group of staff and volunteers to supervise and facilitate a fun, positive, and safe experience for all campers each week.
- Communicate often with unit leader/lead counselor, unit nurse, and leadership team on how to best support each camper's social, emotional, and medical needs.

- Be flexible as a leader and use problem solving skills to adjust and adapt in an ever-changing environment.
- Collaborate with all staff in your cabin to delegate weekly responsibilities which include but are not limited to:
 - Following camp's daily schedule and keeping your cabin on-time to each activity
 - Facilitating 1:1 camper games/activities, as well as small and large group activities during unstructured times
 - Returning parent phone calls
 - Planning and implementing creative unit events that involve all campers and meet various developmental and medical needs.
 - Submitting all camper materials/paperwork on time (camper reports, postcards, time off sheets, etc.).
- Set a good example for how to treat yourself and others while at camp. Be a role model for all sharing this space including campers, colleagues, and parents/caregivers.
- Maintain a clean and safe environment at camp, including being respectful of all camp equipment and facilities, and a thorough clean-up of your cabin after each session.
- Help teach and support our junior staff, particularly those assigned to your cabin or unit.
- Attend and fully participate in all staff trainings and meetings.
- Write and review personal goals, objectives, and progress throughout the summer with your unit leader/lead counselor and leadership team.
- Be willing to request help, advice and feedback from peers or leadership team members. 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 camp director and assistant camp director.

Reports to:

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

Our Commitment to Diversity

In keeping with Camp's core values, Hole in the Wall fosters a community of purposeful inclusion through a commitment to diversity and equity.