



THE HOLE IN THE WALL GANG CAMP

Program Counselor Job Description

Job Requirements:

- Must be at least 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.
- Must be physically and mentally capable to handle the care of campers.
- Must be familiar with and enforce all safety, emergency, and camp policies.
- Serve as a role model and provide support to camp volunteers.
- Commit to fostering a community that celebrates our camp values, which are inclusion, gratitude, possibility, friendship, and safety.
- Be flexible with the changing needs of the program areas and evening activities.
- 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 the HITWGC Medical Team.
- 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

Program Counselors are responsible for planning, implementing, and facilitating outcome-based activities for their respective program area. Program Counselors will collaborate with both full time and seasonal staff to ensure engaging and innovative programming for campers.

Job Responsibilities:

- Participate in required on-site orientation and individual program trainings prior to the start of the summer program.
- Plan, implement, and facilitate intentional, adaptable, and outcome-based programming for children of all abilities, ages 7-15. Activities should be inclusive to all participants and incorporate the weekly camp themes.
- Organize and facilitate all-camp activities alongside the rest of the Program Team.
- Help create and foster an environment that promotes inclusivity, safety, and participation.
- Work effectively both individually and as part of a team.
- Ensure the cleanliness and organization of assigned program area.
- Prepare program areas before scheduled activity times.
- Prompt attendance at all scheduled activities.
- Assist in opening and closing day procedures
- Maintain inventory and ordering of program supplies in collaboration with the Program Coordinator and Program Team Associate.
- Maintain communication with the Program Coordinator and Program Team Associate about program needs, program development, and weather plans.
- Be flexible in planning and scheduling.
- Provide consistent engagement with participants throughout each session.
- Communicate relevant observations of participant experiences to the Program Coordinator and/or Program Team Associate.
- Be prepared to lead and organize a variety of creative games and activities for rainy days and downtime.

Reports to:

The Program Counselor reports directly to the Program 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.