JOB DESCRIPTION

GENERAL COUNSELOR

Purpose: To provide a fun, nurturing and safe summer camp experience for the Campers of Camp Fuller YMCA.

Accountable to: The Assistant Camp Director

Essential Duties and Responsibilities:

Campers

1. Ensure campers safety is at all times the top priority
   1.1. Know the names and preferred pronouns of every child in your cabin
   1.2. Understand and enforce all camp policies with campers
   1.3. Wake up on time 7:30am every day with Campers
   1.4. Actively facilitate cabin clean up in your cabin each morning
   1.5. Arrive on time and prepared to your assigned locations each activity period.
   1.6 Engage with campers and help with their personal development at Program areas
   1.7. Actively prepare nightly cabinal activities for your cabin
   1.8. Facilitate meaningful and appropriate nightly reflection conversations
   1.9 Be flexible and willing to work with any other Counselor
   1.10 Be open to working with any age group of camper
   1.11 Never be alone with a child. Self-report immediately to the Assistant Camp Director if necessary.

2.0 Staff

2.1 Always refer to all other employees of Camp Fuller by their preferred name and pronouns
2.2 Be open and willing to collaborate with all staff members
2.3 Adhere to all YMCA Camp Fuller Policies and procedures
2.4 Hold other staff members accountable for following YMCA Camp Fuller policies and procedures
2.5 As an English first speaking camp we will make all efforts to communicate in English at all times to Campers and Staff
2.6 Work collaboratively with other staff members to plan large group activities including weekend events
2.7 Daily Maintenance work includes but is not limited to: taking out the division trash to the dumpster, disinfecting the toilets and sinks, mopping the bathroom floors.

General
4. Maintain good public relations with parents, and direct serious matters to your Division Leader.

5. Understand that you represent the YMCA and maintain a positive disposition, demeanor and attire. Staff shirts must be worn on Saturdays and Sundays. Name tags must be worn at all times.

7. Report accidents and injuries immediately. Adhere to all first aid/rescue procedures.

8. Report maintenance or safety issues to your Division Leader

10. Treat all children and adults with dignity and respect. Recognize their individuality and diversity.

11. Demonstrate and teach the Y values of caring, respect, responsibility and honesty. Set a good example for campers.

12. Other Duties as assigned including but not limited to late night On Duty shifts

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

Experience managing groups of 10 or more children

REASONING ABILITY

Ability to solve practical problems and deal with a variety of variables in situations where only limited standardization exists. Ability to interpret a variety of instructions given in written, oral, diagram, or schedule form.

HUMAN RELATIONS SKILLS

Human relations skills are very important. We are not only working together but living together for several months. Communication and respect is utmost important to create a respectful work environment. You must be able to communicate with peers, campers and occasionally parents.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; walk; stoop, kneel, crouch, or crawl; and talk or hear. The employee must frequently lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, and ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
While performing the duties of this job, the employee is regularly exposed to outside weather conditions. The employee is frequently exposed to wet and/or humid conditions. The noise level in the work environment is usually very loud. The position has exposure to Bloodborne Pathogens and the incumbent should be educated and prepared on same. Sleeping accommodations are in open air cabins that do not have heat, air conditioning or electricity.

I have read the above job description, and I understand what is expected of me as a General Counselor.