

TITLE: Camp Counselor
DEPARTMENT: Programs
STATUS: 40 hours (Summer Seasonal)
REPORTS TO: Director of Programs & Operations
STARTING SALARY: \$10 per hour
HOURS OF OPERATION: M-F 7:30 a.m. - 5:30 p.m.



PRIMARY FUNCTION:

Assists program staff in implementing our Camp Levoy summer camp to club members.
Supervises and engages with club members throughout summer program activities.

KEY ROLES (Essential Job Responsibilities):

Effectively administer programs and activities for youth at Boys and Girls Club.

- Support Boys & Girls Club site staff in the execution of specific programs and field trips..
- Assists in leading programming and behavioral interventions.
- Communicates with coordinators and assists where directed.
- Ensures a safe, healthy and positive environment.
- Maintains program space, vacuuming and wiping down surfaces as needed
- Learn appropriate materials, processes and desired outcomes of specific programs.
- Actively supervises, engages, and interacts with club members at all times
- Models and encourages positive and constructive behavior
- Strictly observes confidentiality regarding confidentiality inside the club and in the community
- Take part in formal and informal training opportunities.

Additional Responsibilities:

- Ensure a team based work environment by communicating effectively and positively with supervisors, co-workers and volunteers.
- Make recommendations regarding member's needs, program ideas, and facility needs.
- May be asked to participate in special programs and or events. These events may be scheduled at times when the Club is not open.
- Perform other duties as assigned.

Physical Requirements:

Ability to lift up to 40 pounds, stand for long periods of time, walk up to two miles without stopping and play vigorously with children for several hours.

Disclaimer: *The information presented indicates the general nature and level of work expected of employees in the classification. It is not designed to contain, nor to be interpreted as, a comprehensive inventory of all duties, responsibilities, qualifications and objectives required of employees assigned to this job.*

_____ Signature

_____ Date