

2023 GREEN GROVE CAMP SUMMER STAFF JOB DESCRIPTION

POSITION:

YOUTH CAMP COUNSELOR **July 9 – 23, 2023** **Salary \$1,200.00**

Minimum age 17, must have experience working with children between 7 – 14

TEEN CAMP COUNSELOR **July 23 - 30, 2023** **Salary \$600.00**

Minimum age 19, must have experience working with teens Grade 9 - 12

Camp counselors are responsible to follow and execute under the direction of the Director and Assistant Director all duties as required and listed below. Counselors are looked up to and trusted by the campers therefore it is imperative you have the natural skills and abilities to be attentive toward children, be able to support and listen to them, work with them and be empathetic to their needs. You will foster an inclusive experience for both the summer staff as well as the camp participants, while following and promoting the mission of Green Grove Camp (**GGC**).

JOB SUMMARY

- Experience working with children and/or teens as applicable, is a must.
- Attend and participate in mandatory staff training sessions and staff meetings when called by the President (orientation and training meetings to be held prior to camp start date).
- Encourage the use of the Ukrainian Language throughout the duration of the camp.
- To take a leadership role and assist in the design, development, and implementation of crafts, sports, singing, dancing, and other activities which promote the Ukrainian language, culture, and Ukrainian Orthodox faith and encourages positive interactions among campers and staff.
- To make sure the counselors and you are aware of any medical or special needs of campers.

Counselors will...

The following qualifications / skills are desired and knowledge of such is preferred. Previous experience will be taken into consideration.

- Counselors must be confident and comfortable with their understanding of the Orthodox faith, Ukrainian language, culture, and history.
- Ability to work independently as well as part of a team environment.
- Collaborate with the Director, Assistant Director, and other Counselors to teach and assist in all daily activities and programming.
- Maintain the planned schedule for camp participants.
- Experience working with children in a group setting.
- Deliver all announcements at the beginning of the day to campers and explain the daily events.
- Daily room inspections for cleanliness and award prizes.
- Support and supervise camp participants through daily routines (wake up, meals, rest time, bedtime, transitions).
- Responsible to wake all campers up in the morning, encourage daily hygiene, and lead them in morning exercises.
- Get to know each camper on their team and proactively support them through challenges.
- Do nightly checks of the rooms to connect with camp participants.
- Leads camp participants in group activities.
- Monitoring camp participants to ensure compliance with camp rules to prevent incidents.
- Mediates campers' disputes.
- Assist camp participants who are not feeling well and communicate their symptoms with parents and senior staff.

- Counselors are not permitted to administer medications to campers
- First Aid qualifications are an asset
- BE SAFE, POSITIVE, INCLUSIVE AND HAVE FUN!!!

Other duties may include but not limited to the following:

- Ensure cleanliness, maintenance and proper use of camp facilities and equipment.
- Knows and understands all emergency procedures associated with the camp program.
- Knows, enforces, and follows all safety guidelines associated with the camp program.
- Reporting and recording details of incidents, such as accidents or rule violations, to director(s).
- Surveillance of the play and water areas at all times while children present.
- Assist other camp staff as may be required from time to time
- Respond to all incidents and accidents that may occur on site or the surrounding area.
- Follow all provincial and local public health regulations at all times.
- Must complete a **written evaluation** submitted to the President within 10 days at the end of the camp session.

These statements on duties are not to be taken as the final and only work to be done by staff members.