

Resident Camp Cabin Counselor Position Description

Position Title: Resident Camp - Cabin Counselor

Department: Youth and Camp

Classification: Part-time, Non-Exempt

Supervisor: Youth and Camp Director

Salary Range: \$661.15 - \$846.15 (depending on experience) (for the time at resident camp)

Meeting Rate: Minimum Wage - \$16.00 per hour (for all pre-camp meetings scheduled by the Youth and Camp Director)

The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities or requirements of this position. Employees are expected to perform other functions as assigned or requested to further support the organization's mission.

Position Summary

Temple Akiba's Resident Camp Cabin Counselor has the direct responsibility of children in their cabin. Cabin Counselors work as part of a unit and are responsible for the creation and implementation of programs. In addition, Cabin Counselors are responsible for the health, hygiene, and overall physical and emotional safety of the campers in their cabin and all campers at camp. Resident Camp Cabin Counselor reports directly to their Unit Head prior to and during camp, and work under the leadership of Temple Akiba's Youth and Camp Director.

Essential Position Responsibilities

- Create a warm and welcoming, safe and secure cabin atmosphere and environment
- Supervises cabin campers and ensures safety, development, growth, skill achievement, and general well-being
- Develop, plans, leads, and implements age and content appropriate camp and cabin programs
- Ensures the health & hygiene of themselves and their campers and the cleanliness of their cabin and entire camp
- Is knowledgeable of, enforces, and follows all safety guidelines and emergency procedures as well as knowing whereabouts of campers at all times.
- Consistent, honest, respectful communication with co-counselors, Unit Heads, and Directors
- Responsible for knowing and following all camp schedules and ensures camper participation
- Participate in and complete all camp evaluations within the time expectations
- Serve as a positive role model
- Attend all meetings and trainings prior to and at camp as assigned
- Maintain the highest quality of courtesy, friendliness and service toward campers, visitors and other staff
- Understand and support Temple Akiba's and Camp Akiba's mission, vision, and values
- Work effectively with all staff members
- Additional responsibilities may be assigned

Skills

- Knowledge of child development
- Knowledge of Jewish history, traditions and culture
- Ability to plan and lead programs
- Ability to communicate effectively



Education, Experience and Requirements

- Completed Sexual Harassment Prevention Training
- Completed Mandated Reporter Training
- Complete Background Check
- CPR/First Aid/AED Certified
- Be present at Camp for its entirety
- Attend all staff meetings and unit meetings as assigned

Supervisory Responsibilities

No supervisory responsibilities required.

Physical Demands

While performing the duties of this job, the Resident Camp Cabin Counselor is regularly required to sit, stand, use hands to finger, handle or feel objects or controls, reach with hands and arms, and talk or hear. This person is required to move about the entire camp facilities and grounds, throw, catch, bend, squat, and kick amongst other related movement. It is also necessary to and lift and carry up to 50 lbs.

Work Environment

The summer programs and responsibilities will occur at an offsite resident camp facility and are not owned or under the control of Temple Akiba. The environment consists of indoor camp facilities, sleeping cabins, dining hall, outdoor play areas and pools.

Acknowledgement:

I have read and received the Resident Camp Cabin Counselor position description. I understand that this description is a summary of responsibilities and is not intended to be an all-inclusive list. My position may include additional responsibilities as required. My signature below indicates receipt of this document and does not alter the at-will employment relationship in any way. If I have any questions about my position description or about my position I may contact my supervisor.

Employee Signature

Employee Name Printed

Date