



We build strong kids, strong families, strong communities.

## GENERAL COUNSELOR

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**RESPONSIBILITIES** To supervise campers and assist in their positive growth during camp.

**RESPONSIBLE TO** Unit Leader

### MINIMUM QUALIFICATIONS

- Minimum 18 years of age.
- Minimum of one year experience working with children.
- Current First Aid and CPR certification preferable.
- Desire and ability to work with children in the outdoors.
- Ability to relate to one's peer group.
- Ability to accept supervision and guidance.
- Good character, integrity, and adaptability.
- Experience working in a camp/outdoor setting.

### ESSENTIAL JOB FUNCTIONS

Ability to communicate and implement programs to a wide range of participants with varying ages and skill levels.

Ability to observe and assess participants and contractual staff behaviors to assess their appropriateness, and to enforce safety regulations and emergency procedures.

Implement techniques that promote growth and positive interactions among individuals and groups.

Cognitive and communication abilities to plan and conduct diverse educational and recreational programs.

Visual, physical, and auditory ability to identify and respond to environmental and other hazards related to camp activities and operations.

Physical ability to navigate hilly terrain and respond appropriately to situations requiring First Aid.

## **SPECIFIC RESPONSIBILITIES**

Actively supervise your campers. Campers must be supervised at all times.

Attend orientation and complete staff training.

Support the mission of the YMCA of McHenry County and the Camping Services program.

Be fair and impartial in working with the campers and other staff.

Keep records and written documentation of campers and all administrative tasks including incident reports.

Responsible for preparing one camper choice program per week.

Responsible for organizing a special interest club that will meet two times per week.

Recognize and respond to opportunities for problem solving in the group.

Develop opportunities for interaction between campers and staff.

Collect and distribute lunch/snacks and notify Unit Leader of any needed supplies.

Supervise care and use of camp equipment and supplies.

Develop opportunities for the group so that each individual experiences success during camp.

Provide opportunities for discussion of individual or group problems and concerns.

Help each participant meet the goals established by the camp.

Report all accidents, illnesses and unusual circumstances to your supervisor.

Interpret and enforce camp policies.

Supervise camper health and safety.

Supervision of extended care programs.

These are not the only duties to be performed. Some duties may be reassigned and other duties may be assigned as required.