



**Job Description**

**Title:** Summer Sessional Counselor

**Type:** Temporary, Seasonal

**Supervisor:** Summer Camp Director and Program Director

**General Overview:** Summer Camp Counselors are responsible for the care and supervision of campers and development and delivery of Resident Camp programs and activities. They are responsible working in collaboration with other counselors and staff, as well as contributing to the general operations of camp by participating in support projects when assigned to a support week. Activities occur both inside and outside and employee is subject to both environmental conditions.

**Essential Functions (including but not limited to the following):**

**Camper Care and Camp Program (85%)**

- Work with counselors and staff to plan activities and lead campers within adventure group.
- Direct, mentor, and supervise campers at all times, including in cabins overnight.
- Encourage campers' social, emotional, and intellectual growth.
- Provide care and guidance to campers, ensuring their physical and emotional safety.
- Encourage acceptance and fellowship between cabin members and among groups.
- Help campers deal with problems and facilitate the resolution of conflicts.
- Explain rules, policies, and procedures of camp life to campers.
- Lead or assist with activities such as swimming, archery, nature hikes, arts, ropes course, teambuilding, outdoor cooking, and outdoor skills based on training and experience.
- Ensure that activities are cleaned up when complete and the site is kept clean, organized, and free of litter.
- Ensure campers are brought to staff, nurses, and chaplains for care as needed.
- Know, enforce, and follow all safety guidelines associated with the camp and all program areas. This includes but is not limited to being responsible for your campers' safety and their whereabouts at all times.
- Know and understand all emergency procedures associated with the camp program.
- Arrive the day before camper arrival by 5pm, unless riding the bus.
- Attend regular triad meetings, communicate with staff about the wellness and development of campers. Provide and receive feedback from directors and fellow staff.

**Camp Support (15%)**

- Support foodservice including dishwashing, cleaning and food preparation.
- Assist maintenance staff in minor repairs around camp as directed.
- Assist with cleaning of buildings and maintaining of trails and grounds.
- Fill in for others as needed to ensure smooth camp-wide operations.

**Special qualifications:**

All sessional counselors must be at least 16 years old and have grade 10. They must also be two years older than the group of campers they are working with. All counselors must have completed Counselor Training (including an initial unpaid session as a counselor) at Camp Stevens.

**Physical Requirements**

- Ability to stoop, kneel, bend, reach, stand, walk, push, pull, lift, work with fingers, grasp, feel, talk, hear, and perform repetitive motions.
- Ability to hike several miles over rough terrain, carry loads of up to 50 pounds.
- Heavy visual acuity required performing such activities as supervising campers.

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Counselor's Printed Name

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Counselor's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Program Director's Signature

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Date