



## PSWR CAMP COUNSELOR JOB DESCRIPTION

**SUMMARY:** The PWSR Camp Counselor works as a member of a team to deliver a fulfilling and spiritually edifying camp experience for youth campers of the Christian Church (Disciples of Christ) Pacific Southwest Region (PSWR). This position will specifically guide and facilitate group programming, monitor camper behavior, and assume primary responsibility for a subset group of up to 13 campers (also known as a Family Group). This position will report to the Camp Co-Directors.

### CORE RESPONSIBILITIES & FUNCTIONS:

#### Pre-Camp Preparation (20%):

- Study camp curriculum, policies and rules of the camp facility
- Participate in pre-camp staff meetings and trainings
- Prepare family group activities, pilot test and edit

#### Group Facilitation & Camp Implementation (70%):

- Guide family group discussions and a themed group of the camper's interest
- Guide campers in observation of all camp rules and policies
- Provide oversight in cabins and at meal times
- Participate in all camp activities (including daily staff meetings) while camp is in session
- Keep yourself and campers on schedule
- Actively participate in Saturday morning clean up
- Promote respect for persons and property

#### Post-Camp Wrap Up (10%):

- Participate in the post-camp wrap up meeting.
- Complete an evaluation form at the end of camp

### KEY COMPETENCIES:

- Commitment to the safety of campers
- Time Management, punctuality, and attention to detail
- Ability to communicate appropriately with various stakeholders
- Dependability and reliability
- Ability to maintain a positive and upbeat demeanor
- Energy and willingness to participate in all camp activities
- Ability to facilitate groups

### CORE REQUIREMENTS:

- Must be at least 18 years old and five years older than the oldest camper
- Must be an active member of a DOC church or a covenant partner denomination
- Must have the recommendation of a Disciples Pastor
- Must submit to a background check
- Must register online through CampDoc

*\*Special Note: Counselors are required to be on duty 24 hours a day during camp*

## CAMP COUNSELOR COVENANT AGREEMENT

1. I will nurture community that is built upon the following principles:
  - Inclusivity: racial, theological, cultural, etc. (See Camp Training)
  - Spiritual growth and the common good of the community.
  - Affirmation and promotion of camping ministry
  - Safety and health for all (see Boundary Training)
  - Affirmation and promotion of the work of the church and the region
  - Love as a guide for all decisions (Mark 12:30-31)
2. I will make the emotional and physical safety of all campers my highest priority
3. I will model emotional and spiritual maturity (Colossians 2:6-7)
4. I will seek to live and share my Christian faith at camp (Luke 4:18-19)
5. I will always be present and involved with the campers.
6. I will model Camp Ministry policies and values (see Counselor Manual)

I have read and understand the job description and guidelines expected of a counselor. I commit to model these expectations and uphold my responsibilities. This document is a symbol of my covenant with the volunteer Directors, Camp Ministry Committee, Loch Leven Staff, and Regional Ministry Staff.

I understand that any violation of the expressed rules and expectations of a PSWR Camp Counselor (both written and oral) may result in disciplinary action and/or removal from camp.

\_\_\_\_\_  
Counselor's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Regional Minister Signature

\_\_\_\_\_  
Date

## THE MANY ROLES OF A CAMP COUNSELOR

As a camp counselor, you will have a major impact on the success of our camping program! You will wear several hats throughout the camp week. Here are some of them.

- **CABIN LEADER:** You will live in a room with up to 11 campers. You will help the campers adjust to and understand camp life. You will make sure they are present and accounted for at breakfast and rest time. This is a great opportunity to get to know the campers in your care.
- **FAMILY GROUP GUIDE:** You will be assigned to assist and guide discussion during family group time. There may be up to 13 campers in your family group. This is a time to discuss the day's scripture and to explore it further through study, games, etc. You should prepare activities to help campers realize the goals of the curriculum.

- **INTEREST GROUP LEADER:** You will be asked to lead or assist in an interest group. Whatever talent or interest you would like to share with the campers that is safe and fun (does not apply to Mini Camp).
- **MEAL TIME LEADER:** You will be responsible for a table at each meal. You are asked to sit in a seat in which you can clearly see the Director at all times. This is additional time for fellowship and discussion with the youth at your table.
- **CHRISTIAN ROLE MODEL:** While you will not always be leading activities, you will always be setting an example to the campers. It is important for this to be a positive example. Please:

**BE PRESENT AND INVOLVED – participate with enthusiasm**

**BE POSITIVE – Smile, laugh and compliment; avoid negatives**

**BE A TEAM PLAYER – Support the Director and other counselors**

**BE A PRAYER – Pray for and with the campers**

The Camp Ministry Committee hopes you will prayerfully consider the important responsibilities of being a camp counselor. We pray that you will feel called to the ministry of camp counseling and will enjoy the blessings that come from a ministry with campers.

### **THE COUNSELOR AS “CABIN LEADER”**

Specific times when your guidance is most needed:

- **BEDTIME:** You must make sure that all your campers are in your room each evening by the assigned time. It is essential that all campers be accounted for each evening. If someone is missing, report it immediately to the Director. Always stay with your cabin group. This is a great opportunity to discuss the day’s events, read a story, do an evening devotion so you all share a common experience.
- **MEALS:** Please make sure all campers are present and timely for meals. You are responsible for planning an appropriate amount of time that allows campers to get out of bed, get ready, and leave the cabin. Be sure to include travel time in your estimations.
- **SHOWERS:** Ensure that everyone bathes during the week. Create a schedule to ensure no one is left out.
- **CLEAN UP:** Make sure campers keep the room clean during the week, leaving it clean at the end of camp. **DO NOT CLEAN THE ROOM FOR THEM.** This is an opportunity for them to be responsible.
- **REST TIME:** You are to encourage all the campers to take advantage of this time in order to energize themselves for the evening’s activities. Cabins are to remain quiet. It is essential that **all** cabins adhere to the same rules, which means no showers or activities that take campers out of their bunks or which causes disruption to other campers.
- **SPECIAL NEEDS:** Younger children may need their counselor’s assistance in the morning and evenings (showers, brush teeth, shoe laces, hair, etc). Some campers will be on medication. All medications will be held and administered by the camp nurse, but you may need to remind the camper to see the nurse.

## THE COUNSELOR AS “CHRISTIAN ROLE MODEL”

You have been recruited to serve in the Camps Ministry Program because we believe you make a good counselor. It is essential for all of us, however, to frequently review guidelines for adults working with campers.

We are serving as Christian role models during the entire week. An enthusiastic counselor can often make an activity a wild success. Here are some suggested guidelines to help:

- **BE PRESENT AND INVOLVED:** When all the counselors are participating in activities, no matter how crazy, the campers feel like those activities are worthwhile. Counselors should participate as much as possible; however, refrain from “stealing the show” from the campers. You can really help another counselor/Director who is leading an activity by your positive involvement.
- **BE FRIENDLY:** A positive attitude is catching. Camp is almost guaranteed to be wonderful when all the counselors are positive and upbeat about everything that is going on. Smile, laugh and compliment the campers. Try very hard to avoid negatives – both words and facial expressions.
- **BE A TEAM PLAYER:** Counselors and the Directors must working together as a team often requires compromise and a willingness to do things differently than you would prefer. When differences come up, it is essential to discuss them with the Directors in private – not in front of the campers or other staff. As the Directors are responsible for the overall camp, they will have the final decision. It is destructive to the community when adult leaders say negative things about the camp, other leaders or campers.
- **BE IN PRAYER:** It is always helpful to pray for your campers, even before you meet them. Then pray with them at camp, letting them experience what prayer means to you.

## THE COUNSELOR AS “FAMILY GROUP GUIDE”

You will be paired with another counselor to guide the same group of campers throughout the week, meeting twice daily. These may or may not be the same campers you have in your cabin. Please learn names as soon as you can – it will help you lead the group and help them know that you care.

You and your co-counselor will guide Bible studies, discussions, crafts, games, etc. Plan this time with your co-counselor. You may divide responsibilities, or you may jointly lead each event (this works well but takes more planning). In any case, **HAVE A PLAN!** Use the activities suggested in the curriculum to help.

Family group should be based on the camp theme. Please study the curriculum ahead of time to incorporate objectives for the week.