



**Job title: Counselor at The Marsh**

**Reports to: Director, Program Director, and Activities Director of The Marsh**

**The mission of Sandy Cove Ministries is to help people (kids) connect with God and each other in order to be transformed into the image of Christ, through His Word, His creation and community.**

**Position Summary:** Counselors are the primary caregivers for each camper and provide instruction, supervision and encouragement in a Christ-centered fashion.

**Position Purpose:** From activities to creative adventures, Bible teaching to unique games, counselors help campers to have a blast and grow in their relationship with Christ.

**Role Qualifications:**

- Have a personal relationship with Jesus Christ that is portrayed in your personal and public life.
- Love kids.
- Demonstrated experience working with children.
- Ability to teach and lead various recreational activities.
- Excellent character, integrity and adaptability.
- Ability to communicate and work with a variety of age and skill levels.
- Desire and ability to work in a cooperative, team-oriented atmosphere.
- Enthusiasm, sense of humor, patience and self-control.
- Willingness to work hard and serve in difficult situations.
- Must have Red Cross First Aid/CPR certification (*class will be offered free during training week*)
- Pass required background checks.
- At least 18 years of age.

**Essential Job Functions/Position Responsibilities:**

- Take primary responsibility for the health, well-being and happiness of campers.
- Organize and lead a variety of small and large group activities each week. Activities may include crafts, nature, songs, games, opening and closing gatherings, etc.
- Assist in activity areas such as archery, canoeing and swimming as directed.
- Identify and respond to camper behavior issues.
- Encourage respect for personal property, camp equipment and facilities.
- Know, enforce, and follow all safety guidelines associated with the camp and all activity 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 Marsh and Sandy Cove Ministries.
- Set a good example for campers in all you do at camp, including cleanliness, punctuality, clean-up chores, rules, and sportsmanship.
- Provide appropriate feedback and information as needed for campers to have a successful camp experience and report concerns to Camp Leadership.
- Assist in maintaining accurate program records including incident reports, logbook documentation, and daily attendance.
- Prepare for and actively participate in pre-camp training and weekly meetings.
- Meet/communicate regularly with Director regarding concerns, updates, and challenges.

- Work cooperatively to resolve issues with other staff, campers, programs, and facilities both at The Marsh and Sandy Cove Ministries.
- Perform all related necessary duties as requested by The Marsh Director or Program Director.

**Essential skills and experience**

- Understanding of the development needs of youth.
- Ability to relate to youth, peers and adults in a positive manner.
- Demonstrated knowledge and skill in camp program areas.
- Ability to communicate and work with groups of various ages and skill levels and provide necessary instruction and supervision.
- Ability to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques.
- Ability to observe staff behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate management techniques.

**Reporting to this position:** None

**Physical demands of work environment:**

*The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential function of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

- Requires normal range of hearing and eyesight to respond to environmental and other hazards, as well as record, prepare, and communicate appropriate camper activities/programs.
- Must have the physical ability to lead and participate in camp activities which include, but are not limited to, hiking, canoeing, archery, swimming, team building initiatives, building campfires, physical games, and activities.
- Must have the ability to restrain and physically support children when needed for safety in general camp activities (child weighing 50 - 200 pounds) and physically be able to respond appropriately to situations requiring first aid. Must also be able to assist campers in an emergency (fire, evacuation, illness, or injury).
- Possess strength and endurance required to maintain constant supervision of campers.
- Willing to live in a camp setting and work irregular hours with limited or simple equipment and facilities. Daily exposure to the sun, heat, and animals such as bugs, snakes, bats, etc.

**General sign-off:** The employee is expected to adhere to all company policies of Sandy Cove Ministries.

**I have read and understand this explanation and job description.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_