

# Overnight Camp Job Descriptions

## Counselors

**General Cabin Counselor:** Nurture, interact, support and create a safe and inclusive environment in which the campers will have a fun-filled, exciting camp experience. Responsibilities include living in a cabin with a co-counselor(s) and 7-12 campers Sunday-Friday, supervise all aspects of the camper's day, lead campers through a weekly schedule and participate/teach/assist in all activities. Must be 18 years old.

**Lifeguard Counselor:** Nurture, interact, support and create a safe and inclusive environment in which the campers will have a fun-filled, exciting camp experience. Responsibilities include living in a cabin with a co-counselor(s) and 7-12 campers Sunday-Friday, supervise all aspects of the camper's day, lead campers through a weekly schedule and participate/teach/assist in all activities including waterfront specific programming. Must be 18 years old and certified through the Red Cross.

**Partnership Cabin Counselor:** Nurture, interact, support and create a safe and inclusive environment in which the campers will have a fun-filled, exciting camp experience. Responsibilities include living in a cabin with a co-counselor(s) and 7-12 campers Sunday-Friday, supervise all aspects of the camper's day, lead campers through a weekly schedule and participate/teach/assist in all activities. In this role, you would be working directly with our Partnership groups including MIDCHA, Camp Oasis, Camp Move It, Easy Breathers and National Guard. Must be 18 years old.

**Ranch Counselor:** Nurture, interact, support and create a safe and inclusive environment in which the campers will have a fun-filled, exciting camp experience. Responsibilities include living in a cabin with a co-counselor(s) and 7-12 campers Sunday-Friday, supervise all aspects of the camper's day, lead campers through a weekly schedule and participate/teach/assist in all activities including ranch specific programming. Must be 18 years old.

**MIDICHA Partner Counselor:** Nurture, interact, support and create a safe and inclusive environment in which the campers will have a fun-filled, exciting camp experience during two weeks at Camp MIDICHA. Responsibilities include living in a cabin with a co-counselor(s) and 7-12 campers Sunday-Friday, supervise all aspects of the camper's day, monitor campers' blood sugar throughout the day and help with diabetes management, lead campers through a weekly schedule and participate/teach/assist in all activities. Must be 18 years old.

## Specialists

**Arts and Crafts Instructor:** Responsible for planning, preparing, leading and coordinating all arts and crafts programming for the various age levels of campers at Overnight Camp. Must be 18 years old.

**High Adventure Instructor:** Assists the High Adventure Director in the management/instruction of high ropes, climbing tower, zip lines, giant swing and other high adventure programs on camp. Must be 18 years old.

**Logistics Staff:** Assists the Overnight Camp Director and program area directors with daily tasks to ensure seamless delivery of Overnight Camp programs. Responsibilities include conducting daily logistics tasks, such as setting up for various activities, filling/distributing water jugs, and facility/program area maintenance. Must be 18 years old.

**Media Staff:** Responsible for taking daily photos in all activities and areas of Overnight Camp. The Media Specialist coordinates cabin/all-camp photos, uploads pictures to the website, and creates weekly slideshows that showcase that specific session. Must be 18 years old.

**Ranch Instructor:** Assists the Ranch Program Director in management and instruction of programming for overnight and day camp. Specialist will be also help with horse care and maintenance as assigned. Must be 18 years old.

**Lifeguard:** Works with the Waterfront Director and Assistant Director to lead/supervise all waterfront activities at Overnight Camp, including water safety and swim tests. Provides oversight during activity times and as needed. Must be certified through the Red Cross. Must be 18 years old.

## Coordinators

**Health and Safety Coordinator:** Works with the Health and Safety Director to manage the health and safety of all campers and staff for Overnight & Day Camp. Must be 18 years old.

**Health and Safety Behavior Coordinator:** Works with the Health and Safety Director to manage the health and safety of all campers and staff for Overnight & Day Camp. Assists Program Directors and Counselors with behavior management and interventions. Must be 18 years old.

**Partnership Camps Coordinator:** Supports the Partnerships Director and Assistant Partnership Camps Director in managing all operations of the Partnerships program/ experience. Must be 18 years old.

**Trips Coordinator:** Supports the Trips Director in managing all operations of the trips program. Must be 18 years old.

## **Assistant Directors**

**Assistant Partnership Camps Director:** Responsible for overseeing entire experience of various Partnership Camps, hosting groups, managing the Partnership Camps Coordinators, and ensuring a quality experience for guests. Directly supports/ works with the Partnerships Director. Must be 21 years old.

**Assistant Waterfront Director:** Supports the Waterfront Director in managing all operations at the Overnight Camp beach. Must be 21 years old and be certified through the Red Cross.

## **Directors**

**Trailblazers Program Director:** Oversees all operations of the Trailblazers age group (entering 4<sup>th</sup>-5<sup>th</sup> grades). Responsible for creating, planning and implementing programming, managing staff assigned to age group, and working with the Overnight Camp Director. Must be 21 years old.

**Pioneers Program Director:** Oversees all operations of the Pioneers age group (entering 6<sup>th</sup>-8<sup>th</sup> grades). Responsible for creating, planning and implementing programming, managing staff assigned to age group, and working with the Overnight Camp Director. Must be 21 years old.

**Voyagers Program Director:** Oversees all operations of the Voyagers age group (entering 9<sup>th</sup>-11<sup>th</sup> grades). Responsible for creating, planning and implementing programming, managing staff assigned to age group, and working with the Overnight Camp Director. Must be 21 years old.

**Counselor in Training Program Director:** Oversees all operations of the CIT age group (entering 12<sup>th</sup> grade). Responsible for creating, planning and implementing programming, managing staff assigned to age group, and working with the Overnight Camp Director. Must be 21 years old.

**Health and Safety Director:** Works to maintain the overall health and safety of the staff and campers at Overnight and Day camp. Must possess a strong background in medical and/or emergency care. Responsible for overseeing correct distribution of medication, first aid care, and management of the Health and Safety Coordinators. Must be 21 years old.

**High Adventure Director:** Plans, schedules and supervises all high adventure programming for Overnight and Day Camp. Responsible for supervising the High Adventure Coordinators and managing the safety and welfare of all campers and staff within the high adventure areas. Must be 21 years old.

**Ranch Program Director:** Oversees all operations of Copneconic Ranch Programming for Overnight and Day Camp. Responsible for implementing and teaching programs, managing ranch specific staff, and working with the Full-Time Ranch Manager. Must be 21 years old.

**Trips Director:** Supervises all aspects of the trips program which includes staff/camper supervision, planning all camp trips, and caring for trips gear. The Trips Director is the primary person responsible on all trips and must be able to make critical decisions in difficult situations. Must be 21 years old.

**Waterfront Director:** Responsible for the general safety of campers and staff at the waterfront, supervising the lifeguard team, and to overseeing all aquatics programs at the Overnight Camp beach. Must be 21 years old and certified through the Red Cross.