

# One Heartland Job Description 2022 Counselor

## Job Summary

Under the supervision of the Unit Head, Counselors are the backbone of camp, responsible for the safety and well-being of campers. They live in a cabin with a group of approximately 8 youth participants and 2 staff and serve as the primary caregiver to their assigned group of participants during each camp session. They also guide campers and ensure their safety by navigating group dynamics, actively planning and facilitating camp programming, and providing support in assigned specialty areas such as the archery range, climbing wall, or waterfront.

This is a full-time, live-on-site, summer seasonal position paying \$500 per week, with room and board provided.

## Principal Responsibilities & Essential Functions

- Attend training sessions during staff orientation geared towards the development of safe, fun, inclusive, and equitable camper outcomes and experiences
- Coordinate the daily cabin schedule, including helping campers practice good time management by arriving at scheduled programs on time and ensuring that camper's medication, sleep, nutrition, & hygiene needs are met
- Plan and facilitate activities for the cabin group, including those aimed towards building community, nighttime rituals and reflections before lights out in the evening, and productive use of transition time
- Plan and facilitate one or more unique one-hour programs to offer as an elective to all participants, outside of traditional camp program areas
- Support Program Specialists during specialty activity area programming, especially via the practice of behavior management and safety awareness
- Act as the primary/first-level support to all campers in the cabin in addressing conflicts or concerns
- Ensure appropriate, accurate, and timely documentation and communication of any participant related concerns, including referral of concerns to healthcare or supervisory staff
- Act in cases of urgency or emergency in alignment with camp policies and procedures
- Work as part of a team, supporting other team members and projects as needed
- Attend and participate in staff meetings, communicate clearly and appropriately with supervisors and peers about the wellness and development of campers, and support general logistics of camp programming, such as assisting with camper arrival and departure or camp clean-up at the end of a session
- Ensure the following of all One Heartland staff and facility policies and procedures as well as all health and industry regulations such as state of Minnesota and ACA (American Camp Association) standards
- Work together with other staff to ensure assigned program areas and equipment are safe for use

- Act in a professional and friendly manner to ensure positive relations with participants, families, community, volunteers, visitors, and staff

### **Qualifications**

- Experience with youth ages 7-17
- Current First Aid/CPR/AED certification including pediatric skills (course available during staff orientation)
- Ability to maintain confidentiality regarding organizational, staff, and camper information
- Organized, logistically minded, creative, participant-focused, and safety conscious
- Ability to effectively teach, direct, supervise, coach, and support diverse camper groups
- Connection to or knowledgeable about one or more of the communities we work with (LGBTQ+, HIV/AIDS) and most importantly a commitment to respectfully work with, and honor the identities and experiences of, our participants from these communities
- Commitment to active inclusion and making sure everyone feels welcome and celebrated
- Commitment to stewardship and conservation by using resources effectively and efficiently

### **Preferred Qualifications**

- Prior experience planning and facilitating activities with youth
- Prior experience with one or more of the communities we work with (LGBTQ+, HIV/AIDS)
- Experience in some of the following camp program areas: High/Low Ropes Courses & Climbing Wall, Archery/Slingshot, visual or performing arts, bicycling, outdoor skills, nature, teen leadership development, swimming, canoeing, fishing, sports or large-group games

### **Physical Requirements**

- Must be able to tolerate prolonged work hours
- Must be able to move about camp indoors and out and work in outdoor weather conditions
- Must be able to tolerate exposure to crowds and high noise levels
- Must be able to assist campers in an emergency (fire, evacuation, illness, or injury) and possess both physical and mental strength, endurance, and composure required to maintain constant supervision and support to campers
- Ability and willingness to live in camp setting with daily exposure to the sun, heat, and animals such as bugs, snakes, and spiders

Frequently cited statistics show that women and members of structurally marginalized and/or underrepresented groups apply to jobs only if they meet 100% of the qualifications. One Heartland encourages you to break that statistic and apply. No one ever meets 100% of the qualifications. We look forward to your application.