

One Heartland Job Description

Lead Counselor

Job Summary

Under the supervision of the Unit Head, Lead Counselors serve as peer leaders for a small group of other counselors to help ensure the best possible outcome and experience for each participant. Lead Counselors also take on a higher level of responsibility for leading activities in a variety of areas around camp. They live in a cabin with a group of approximately 8 youth participants and 2 staff. This is a full-time, live-on-site, summer seasonal position paying \$525 per week, with room and board provided.

Principal Responsibilities & Essential Functions

- Attend training sessions during staff orientation addressing the development of safe, fun, diverse, inclusive, and equitable participant outcomes and experiences
- Serve as a peer leader for Counselors in their responsibility for the overall safety and well-being of participants, including providing support with participant care, addressing conflicts or concerns within the group, behavioral supports, and activity planning
- Support Counselors by sharing appropriate advice and resources on topics such as conflict resolution, time management, and balancing self-care with the care of participants
- Provide coverage as needed for counselors and specialized program activities
- Plan and facilitate occasional one-hour programs based on their unique skills and interests to offer as electives to participants
- Ensure appropriate, accurate, and timely documentation and communication of participant related concerns, including referral 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, such as assisting with clean up after meals or helping prepare camp for next group of participants
- Attend and participate in staff meetings, communicate clearly and appropriately with supervisors and peers about the wellness and development of participants, and support general logistics, such as assisting with participant arrival and departure
- 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 in a non-peer role
- At least one summer of experience as a counselor, or similar participant-focused role, in a youth overnight camp setting **OR** other relevant work experience as it pertains to meeting the responsibilities and essential functions of the position
- Experience or certification in some of the following camp program areas: high/low ropes courses & climbing wall, archery/slingshot, visual or performing arts, outdoor skills and nature, sports (such as biking), large-group games, or teen leadership development
- Ability to address both staff and participant conflicts, concerns, and questions in an equitable and developmentally appropriate manner

- Organized, participant-focused, and safety conscious
- Strong communication and interpersonal skills
- Current First Aid/CPR/AED certification, including pediatric skills (course available during staff orientation)
- Ability to effectively teach, direct, supervise, guide, and support groups of youth of various ages, backgrounds, abilities, and experiences
- Ability to plan, adapt, and facilitate programs that meet the needs and interests of all participants
- Ability to maintain confidentiality regarding organizational, staff, and participant information
- Commitment to stewardship and conservation by using resources effectively and efficiently
- Connection to or knowledgeable about one or more of the communities we work with (LGBTQ+, HIV/AIDS, currently or formerly unhoused) along with a commitment to respectfully work with, and honor the identities and experiences of, our participants from these communities
- Demonstrated commitment to diversity, equity, inclusion, and anti-racism

Preferred Qualifications

- Prior experience planning and facilitating activities with youth
- Prior work or volunteer experience with one or more of the communities we work with (LGBTQ+, HIV/AIDS, currently or formerly unhoused)

Physical Requirements

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

Working as a member of the One Heartland team is a unique, exciting, and demanding opportunity. Fostering our community requires hard work, long hours, and significant commitment. Staff must maintain high levels of energy, patience, professionalism, and compassion. This intense work requires stamina and dedication. The result is an incredibly rewarding job transforming the lives of young people, families, and often one another, too.

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.