

## **Black Rock Summer Camp Job Description**

**Position:** Lead Counselor

**Responsible To:** Men's & Women's Directors, Program Director

**Oversees:** Cabin's Rotating Counselor, Campers

### **General Qualifications:**

1. Has a personal relationship with Jesus Christ and shows evidence of an active growing faith.
2. Demonstrates a genuine love for working with youth 7-17 years of age.
3. Desires to serve the Lord by teaching youth more about our Creator.
4. Is able to provide campers with a model of Christ-centered living.
5. **Is willing to forgo personal time, rights, and desires for the common good of the camp and campers.**
6. Exhibits servant-oriented leadership in heart, attitude, and behavior (Phil. 2:5-8).
7. Is willing to be accountable to others, being guided by regulations established for daily work, group living, and personal conduct.
8. Exhibits spiritual and emotional maturity.
9. Possesses good health and the willingness to work hard.
10. Is in agreement with Black Rock's philosophy and policies and desires to serve the Lord by following our motto, "To Know Christ and Make Him Known."

### **General Qualifications:**

1. Is able to supervise and provide leadership to a group of youth ages 7-17.
2. Is an active listener, able to be responsible for the emotional and spiritual needs of youth.
3. Preferably at least one year out of high school and minimum of 18 years of age.
4. Complete all staff training sessions.

### **General Responsibilities:**

1. Spend time with the Lord every day.
2. Assume 24-hour/day responsibility for the overall supervision and well-being of your cabin of campers (10 max).
3. Do all that is possible to meet the spiritual, emotional, mental, physical, and social needs of your campers.
4. Encourage a spirit of enthusiasm, participation, responsibility, helpfulness, and camp loyalty in your cabin.
5. Be active, enthusiastic, optimistic, safety-minded, available, concerned, and zealous in your role as an advisor, guide, mentor, and counselor to each camper and as a support to the other staff.
6. Demonstrate love, openness, cooperation, Christ-like relationship building, and a positive attitude with all Black Rock Retreat staff.
7. Work cooperatively, supportively, and loyally with the Rotating Counselor in your cabin, the Program Director, Men's & Women's Directors, the philosophy of the camp, and the program emphasized during each week.
8. Set an example to campers by respecting your authorities and by abiding by all the rules and policies set forth.

9. Be fair and equal to all campers; allow no exceptions to any campers from camp policies without approval from the Program Director or Men's & Women's Directors.
10. Complete all assigned tasks as directed by the Leadership Staff

### **Specific Responsibilities:**

1. Participate in Registration each Monday morning by welcoming and greeting campers and their parents; assist them in any way possible as you help them get settled in.
2. Know the names of each camper in your cabin and work towards the goal of establishing a relationship with them.
3. Spend as much time as possible each week to counsel each of your campers personally to find out where they are at spiritually. Be ready and approachable at all times to assist your campers with any spiritual needs or problems that may arise.
4. Participate in all necessary end of week debriefing session and complete all paperwork before leaving the grounds.
5. Know and uphold the standards and boundaries laid out in the Child Protection Policy.
6. Tactfully, but sincerely enforce camp rules and help the campers to understand why certain rules are enforced.
7. Refer abnormal discipline or counseling problems to the Men's/Women's Director or Program Director.
8. Encourage all campers to participate in all activities, through your example. Be an active participant and create enthusiasm!
9. Foster camper responsibility and supervision of an effective cabin clean-up project each morning before breakfast.
10. Prepare for and lead your campers in a cabin morning Bible Class and evening cabin discussion.
11. Lead your campers on a campout experience on campout night each week.
12. Plan an activity for Counselor/Cabin Adventure once each week or as specified by the schedule.
13. Set an example of promptness; be on time to all meals, activities, and staff meetings.
14. Sit with and supervise your campers during meals and vespers.
15. Assist the program staff with classes and the Program Director with all-camp activities.
16. Participate in the daily counselor meeting.
17. Serve as a runner to take campers to the Health Care Manager or to the office to wait for a ride when departing early and being picked up by parents, etc.
18. Use free-times for the purpose of conducting "CC Hang outs" (individual discipleship opportunities) with each of the campers in your cabin.
19. Supervise assigned program areas during afternoon free-times as designated by the Program Director.
20. Have your campers in bed and quiet by lights-out.
21. Serve as the leader of your cabin and work closely with your co-Counselor to meet the needs of your campers.
22. Make every possible effort to encourage and support your Rotating Counselor, striving to work with them as if they were a "co-counselor" and help them succeed in their responsibilities.
23. Communicate any problems, concerns, or suggestions you may have with the Men's or Women's Directors or Program Director.