

## Position Description

<b>Title:</b>	Cabin Counselor/Instructor Mentor
<b>Program:</b>	Passages Camp
<b>Classification:</b>	Seasonal/Compensation
<b>Evaluations:</b>	Biannually at camp

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### Reporting Relationships:

<b>Position Supervised by:</b>	Program Manager
<b>Positions Supervised:</b>	None

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### Position Purpose:

Works seasonally at camp on a 24/7 basis. Monitors and ensures the security of campers and facilitates camper activities. Instructs workshops for campers that are goal/project oriented. Follows camp policy and procedures and helps youth to follow them as well. Supervises youth and maintains an orderly and safe environment for the youth and fellow staff. This position partners with other staff during camp.

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### Camp Roles and Expectations:

- a. Supervises four youth at camp during cabin, meal and recreation time and implements social, recreational, educational, and skill building activities for all campers along with other staff.
- b. Provides support interventions for youth in achieving positive behavior consistent with Under One Sky policy and under the supervision of the Youth Services Coordinator and Program Manager.
- c. Reports on camper behavior and gives updates to the Youth Services Coordinator.
- d. Models appropriate behavior particularly with conflict resolution, anger management, and communication skills.
- e. Follows Under One Sky staff policies and procedures under the supervision of the Program Manager.
- f. Participates in camp clean up, debriefing and evaluations.

## Human Resources

- a. Attends and participates in required, scheduled Staff Training and Development Weekends, which may include Village Adoption Connection Events.
- b. Communicates well with Camp Leadership Staff and Lead Counselors (if applicable) both during and between camps.
- c. Works assigned shifts as scheduled and is prompt.
- d. Accurately records and submits records of time worked and other paperwork.
- e. Provides the Under One Sky office with up-to-date copies of information for staff file (drivers' licenses, etc.)

### Qualifications:

<b>Age:</b>	Must be at least 19 years old
<b>Education/Certification:</b>	CPR/First Aid
<b>Preferred Knowledge:</b>	Foster Care system; camp environment
<b>Preferred Experience:</b>	Work in a camp setting with youth ages 11-17
<b>Skills/Abilities:</b>	Reliable means of transportation preferred, special interests desired and the willingness and ability to teach these interests to youth at camp

### Physical Activities:

<b>Finger Dexterity:</b>	None required
<b>Talking:</b>	Especially where one conveys details, important instructions or ideas accurately, quickly, or in a crisis
<b>Average Hearing:</b>	Average, able to receive ordinary information
<b>Repetitive Motions:</b>	None

**Average Visual Abilities:** Average, ordinary visual acuity needed for keeping track of campers and navigating camp space

**Physical Strength/Mobility:** Work involves 80% movement, lifting, walking, and monitoring, 20% sedentary. Hikes, climbs, and participates in other group activities

**Working Conditions:**

Hazards that are usual for camp settings and work with potentially challenging behaviors.

**Mental Activities And Requirements:**

**Reasoning Ability:** Ability to deal with problems involving multiple factors/variables.

**Mathematics Ability:** Ability to count and tell time.

**Language Ability:** Ability to read and write at the 12<sup>th</sup> grade level or equivalent.

**Education/Training Needed**

- Prevention and maintenance of aggressive behavior training (PMAB)
- First aid/CPR
- Blood borne Pathogens
- MAPP (Model Approach to Partnerships in Parenting) Training

**Staff Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Supervisor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Disclaimer:**

This job description is not intended, and should never be construed, to be an exhaustive list of all responsibilities, skills, efforts, or working conditions associated with this position. This is meant to be an accurate reflection of the principle job elements essential for making fair pay decisions. This position description is not intended as a contract. A letter of employment confirms employment. North Carolina is an at-will employment state and Under One Sky is an at-will employer.