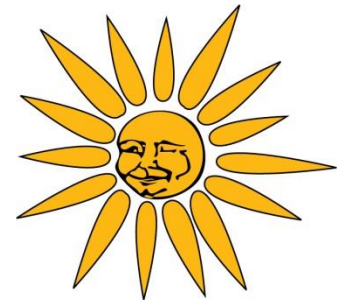


# Counselor Job Description



## **ROLE AND PURPOSE:**

The mandate of Camp SMILE is to provide a fun, enriching experience for people with disabilities. The role of the Camp Counselor is to ensure that the Camp SMILE participant has a safe, fun, enjoyable experience while at Camp SMILE. A Camp SMILE Camp Counselor will be expected to assist campers in a variety of sports, art and other fun activities, as well as basic living needs.

## **TIME REQUIRED AND PLACE OF WORK:**

Depending on the number of weeks that a Camp Counselor volunteers, Camp SMILE has four one week-long sessions and two respite weekends, which are held at Camp Grace in Mobile, Alabama.

## **QUALIFICATIONS:**

- Must be 16 years of age by start of camp.
- Must be able to supervise children on a twenty-four hour basis during camp session with limited time off.
- Must possess the stamina to carry out camp programs in hot and humid climate over an extended period of time.
- Must demonstrate an understanding and acceptance of personal differences.
- Must be willing to put the campers' needs before your own.
- Must possess the ability to communicate and work with groups of all ages and skill levels in order to provide necessary instruction to campers.
- Must be able to observe camper behavior, evaluate its appropriateness, and enforce and implement appropriate behavior management techniques (as taught in volunteer training).

## **JOB DUTIES AND RESPONSIBILITIES:**

- Assist campers in a variety of sports, art and fun activities
- Assist campers with basic daily living needs
- Represent UCP of Mobile in a positive light and be helpful and friendly to all Camp SMILE participants
- Provide a positive role model for campers and fellow volunteers on a consistent basis.
- Serve as counselor in residence cabin group of 2-5 campers, and working with other counselors, share in the responsibility of all cabin assignments.
- Communicate consistently with supervisors about cabin life and camper situations.
- Provide encouragement and support for fellow staff in cabin family.
- Function as a friend and surrogate parent for assigned camper(s).
- Monitor camper's health and condition.
- Accompany campers at all times.
- Communicate campers, parents, supervisors and fellow staff in a respectful, professional manner.
- Perform other duties as assigned or reassigned.

## **ESSENTIAL FUNCTIONS:**

- Camper Supervision: responsible for direct supervision at all times of campers and for assisting in all areas of daily routine within the program
- Physical: Must be able to lift up to 50 lbs regularly
- Customer Service: Establish positive relationships with campers
- All other duties: Perform all other duties as assigned, including carrying out responsibilities, performing duties, using skills and working in conditions necessary to perform all assigned tasks.