

JOB DESCRIPTION

COUNSELOR (*MADRICH*)(A)

QUALIFICATIONS –

- a. Must have particular skill in working with children. Being able to communicate with them, to relate to them, and to serve as an example for them is a must.
- b. Must be willing and able to take full responsibility for the lives of the campers in the bunk, as well as for other campers when necessary. Common sense, safety-consciousness and high moral character required.
- c. Must be able to accept guidance and support, and should be willing and able to seek out help when needed. No counselor is alone in the doing of their job.
- d. **Ability to assist in teaching activities.** All counselors will be expected to assist Department Directors and Specialists in running activities throughout the day. The counselors **MUST** attend the entire activity period unless s/he has permission from their supervisor. In addition to assisting in the specialty areas, if a staff member is especially proficient in a specific skill or activity area, they are expected to take the initiative to plan programs, for their unit, in their areas of expertise.***
- e. Youth group and regional leadership, and/or participation in our *Machon* (Staff in Training) Program are desirable.
- f. Must be able to serve as an adult role model - a surrogate parent - for all campers.
- g. Counselors must be at least 18 or an entering college freshman.
- h. Ability to work long hours and to physically perform all job functions which may include lifting heavy objects.

IMMEDIATE SUPERVISOR

Responsible to their respective Unit Head. Counseling support and guidance should be sought through the Head Counselor, Assistant Directors, and the Director.

RESPONSIBILITIES –

- a. Counselors are the people that will have the most direct contact and the greatest impact on the camper summer experience.
- b. Directly responsible for all campers living in the bunk. This means day-by-day involvement with campers as an individual. Impart to campers the policies, rules, and traditions of the Camp. See that Individual camper makes friends, becomes acclimated to life at camp, grows towards his or her potential, and becomes a part of the total camp community. Act as the "early-warning system" for camper problems that may have to be referred to other staff. Counselors may be called upon to talk with parents about their camper.
- c. Ensure that camper exercise good hygiene and health practices. Notify nurse of any suspected problems. Help campers keep track of their belongings.
- d. Directly responsible for the building in which the bunk resides, its cleanliness and good repair.
- e. Responsible for regular, enthusiastic participation in all of the camp's programs. This will include specialty, and evening programs, as well as all other scheduled events and activities. While not directly responsible for the implementation of these programs, the participation of the counselors is essential to their success, counselors are to lead when asked, help manage the campers to help keep them in control and involved at all times, and be positive role models of appropriate program participation.
- f. Teach or assist in teaching of electives and specialties. Responsible on a daily basis for the programming of *bunk* activities, and for *bunk* evening programs. With the assistance of the faculty members will help the *bunk* prepare and lead a service for the unit or whole camp. If counselors will become actively involved in

the planning and implementation of evening programs, informal Jewish education activities and/or all-camp programs. While all counselors are strongly encouraged to do programming, their priority is to always remain with the campers - and most especially those in his/her *bunk*.

- g. Attend all in-service training sessions and staff meetings as required. Be totally familiar with all emergency procedures and first aid.
- h. Sit with cabin at every meal to supervise eating habits and general behavior.
- i. Make sure campers are in bed and the cabin is quiet and content before leaving at night
- j. Must attend weekly staff meetings and other staff meetings designated by Camp Leaders and Camp Director.
- k. Counselors are required to sit Shmira (on duty), on a scheduled basis.
- l. Required to write introductory letters for campers at the beginning of each session and final evaluation reports at the end of each session.

These are not the only duties to be performed in this position. Some duties may be reassigned and other duties may be assigned as required at the discretion of the Camp Director.

***** Camp is a communal environment, to which each individual brings his or her own strengths. The ideal situation is when each staff person adds to the program by sharing his or her expertise and skills to enrich the entire camp life for all, regardless of their job title and job description. In addition, in 2021, counselors will be trained and expected to LEAD certain activities throughout the day.**