Girl Scouts of Southeastern Michigan

Position Description: Counselor at Camp Hawthorn Hollow

POSITION DESCRIPTION: **CAMP** - Camp Counselor (Part Time - Seasonal)

POSITION REPORTS TO: **CAMP** - Camp Manager

LOCATION: Camp Hawthorn Hollow, Columbus, MI

Critical features of this job are described under the headings below. They may be subject to change at any time due to reasonable accommodation or other reasons.

POSITION SUMMARY:
Camp counselor will assist in maintaining the safety and wellbeing of campers as related to all applicable governing guidelines. They will assist with integrating the principles of the Girl Scout program into camp activities and cabin life. Camp Counselors will also run specialized activities such as swimming, challenge course, archery, and more. Camp Counselors must commit to lead by example and live by the Girl Scout Law.

Key Responsibilities:

- Incorporate opportunities for teaching courage, confidence, and character during daily interaction with campers and staff. To model appropriate behavior for campers.
- Facilitate a supportive cabin environment where campers learn to respect one another in recognition of the differences and similarities that each share.
- Assist in teaching outdoor skills and techniques and to foster an appreciation for the natural environment.
- Create an atmosphere of teamwork by leading girls through low ropes programming at the challenge course.
- Work within established Girl Scout methods of camper government providing the opportunity for girl planning and decision making.
- Allow girls to choose which specialized camp activities they want experience and facilitate those programs.
- Review safety procedures and programming on a daily basis.
- Assist in maintenance of equipment records and program area maintenance.
- Facilitate daily camp programming activities as assigned.
- Assist in opening and closing of camp.
- Facilitate daily cabin housekeeping and cabin chores.
- Ability to assist campers with a variety of needs such as homesickness, conflict resolution, and behavior management.
- Responsible for camper welfare for complying with the instructions from the Health Supervisor in relation to camper health needs.
- Follow camp policies, standards, and procedures.
- Carry out other non-essential duties as delegated by the assistant camp manager including assisting staff in other cabins, assisting in the office, assisting in the kitchen, and assisting with camp programs or events.

Position Qualifications:

- Must be at least 18 years of age with experience working with children required.
- Educational background in education, recreation, psychology, social work, or equivalent experience, preferred.
- Experience in organized camping preferred.
- Able to guide campers and facilitate growth and learning.
- Demonstrates effective communication.
- Ability to be tactful and respectful to supervisors, campers, volunteers, staff, and families.
- Demonstrate good judgment.
- Demonstrate sound professional ethics.
- Willing to live in a camp cabin.
- Flexible and committed to personal and professional development.
- Dedicated to Girl Scout programming in a camp setting.

Essential Requirements:

- **MEMBERSHIP/CERTIFICATIONS:** Become a registered member of Girl Scouts of USA. Hold the minimum certification of CPR and First Aid.
- **EQUIPMENT:** Basic computer and office skills and internet navigation required.
- **PHYSICAL ACTIVITIES/DEMANDS:** Sitting, standing, walking, reaching, reading, operating equipment (listed above), counting, writing, typing.
- **WORK CONDITIONS:** Work requires extensive time spent in an outdoor environment.

Girl Scouts of Southeastern Michigan is an equal opportunity employer committed to diversity and inclusion.

At Girl Scouts of Southeastern Michigan, we strive to create transformative learning experiences and leadership opportunities for all girls. Woven into our mission of supporting and nurturing girls of courage, confidence, and character are the threads of diversity and inclusion.

We hold firm in our belief that a culture of diversity and inclusion promotes unity, creates personal and professional growth opportunities for our employees, and supports safety and transformation for our volunteers and girls of all backgrounds.

Diversity and Inclusion is more than an initiative, it is a set of shared values defining the fabric of our mission.

Print Name _____ Staff Signature _____

Date _____