

Job Description

A.S.K. Senior Camp Counselor

Location:	Richmond Hill, Ontario
Reports to:	A.S.K. Camp Assistant Director and Director
Camp Dates:	June 23 rd – August 22 nd , 2003 (Mon. – Fri.)
Hours:	8:30 – 4:00
Pay:	\$9.00/ hr.+ depending on experience

JOB SUMMARY:

The Senior Counselor is responsible for working with one or two campers in their specific room each week looking after their daily needs. They are also assigned some additional planning and supervisory responsibilities.

Essential Job Functions:

- is responsible for the care and safety of one or two campers assigned to them each week
- assists the Assistant Director in planning the daily programs for the room and follows the program with his or her campers making modifications based on their specific needs
- communicates on a daily basis with the families of the children
- plans several activities for the room each week as designated by the Assistant Director
- acts as a role model for the other counselors in the room, and is available for questions and advice to the other staff members
- assists in managing problems and situations involving staff and campers as they arise throughout the summer
- writes daily reports for the camper(s) in his or her care

Qualifications

EXPERIENCE –

MUST HAVE:

- 2-3 years of day camp/ overnight camp counselor experience
- previous background working with people with special needs

Personal Attributes

This individual must be:

- dedicated
- dependable
- patient
- a leader
- a problem-solver
- able to work with people in stressful situations
- able to solve conflicts with others
- able to communicate effectively
- able to manage money and work within a budget
- available to work throughout the entire summer