

4-H Camp Middlesex Job Description Specialty Counselor

Qualifications

- High school graduate or equivalent of at least 18 years old for overnight camp; 16 years for day camp.
- Have a desire to develop skills related to camp and working with children in the natural environment.
- Experience as a CIT is preferred, though not required.
- Applicants must be willing to work a flexible schedule, live full-time in a residential camp setting, and commit to an entire eight-week employment period.
- Position runs from the second to last week of June until the last week of August. See camp calendar for specific dates.

Responsible to

- Unit Director

General Responsibilities

- Develop and run an educational program to meet the needs, interests, and abilities of the campers

Specific Responsibilities

- Supervise and mentor all campers under your care
- Design and implement morning / afternoon activities in program area
- Supervision support during evening programs
- Set up program area during Staff Orientation
- Conduct initial and end of season inventory, storing materials in good condition
- Write lesson plans with the help of the Program Director, keeping the 4-H philosophy central at all times
- Maintain *Program Planning Guide* for your program area
- Keep a daily check on facilities and materials ensuring cleanliness and safety at all times
- Submit orders of supplies when needed with the approval of the Summer Director
- Teach and monitor safe use of all material / equipment
- Evaluate current season and make recommendations for supplies and program for the future
- Additional duties as needed