



# RESIDENTIAL SUMMER CAMP COUNSELOR

## JOB DESCRIPTION

<b>Job Summary</b>	<p>The Summer Camp Counselor is responsible for assisting and participating in the following tasks: Supervision of participants, administering behavior protocol as directed, administering all medical protocol as directed, verbal &amp; physical assistance, &amp; completes all other tasks as directed. A primary function of this &amp; every other job at the Kostopulos Dream Foundation is to ensure that each member, guest &amp; visitor receives the highest caliber of service.</p>
<b>Supervisor</b>	<p>Residential Summer Camp Group Leader</p>
<b>Responsibilities</b>	<ol style="list-style-type: none"> <li>1. Act as an integral member of the residential summer camp program team.</li> <li>2. Responsible for the following tasks: Supervision of participants, administering behavior protocol as directed, administering all medical protocol as directed, verbal &amp; physical assistance, &amp; completes all other tasks as directed.</li> <li>3. Responsible for implementing assigned programs.</li> <li>4. Responsible for the supervision of 3-4 assigned campers per week.</li> <li>5. Responsible for assisting assigned campers in ADL's (activities of daily living) such as: feeding, changing, personal hygiene, and more.</li> <li>6. Responsible for completing and submitting all required paperwork by set deadlines.</li> <li>7. Responsible for assessing all program equipment and supply needs, and reporting to the Residential Summer Camp Group Leader.</li> <li>8. Responsible for the care, cleanliness, and security of the facility used by campers during the program.</li> <li>9. Responsible for the safety of all aspects of the program and campers.</li> <li>10. Communicates all pertinent issues affecting the programs to Residential Summer Camp Group Leader (i.e. staff/client/parent/ transportation issues &amp; concerns, etc), in a timely manner, and addressing them as appropriate.</li> <li>11. Establish good rapport with families of the program participants as well as keeps them informed about concerns affecting the camper.</li> <li>12. Participate in all required trainings and certifications in compliance with the organization's standards.</li> <li>13. Communicate clearly, honestly and respectfully with staff, participants, parents and volunteers.</li> <li>14. Create a nurturing, positive and professional environment while promoting program policies and procedures amongst staff, volunteers and community.</li> <li>15. Weekly rotation of overnight duty in camper cabins required.</li> </ol>
<b>Qualifications</b>	<ol style="list-style-type: none"> <li>1. Must be at least 18 years of age and have a clean criminal background check.</li> <li>2. Able to live on-site.</li> <li>3. Knowledgeable of Cognitive &amp; Physical Disabilities, including autism spectrum disorders, Down syndrome, developmental delays, spina bifida, etc. (preferred)</li> <li>4. Previous experience working with individuals with cognitive and physical disabilities preferred.</li> <li>5. Excellent interpersonal communication skills.</li> <li>6. Demonstrated history of responsibility, dependability, and maturity.</li> <li>7. Current First Aid/CPR certification.</li> <li>8. Ability to be flexible, creative and adaptable to situations.</li> <li>9. Ability to consistently lift, carry and load adaptive and other sports equipment that may weigh 50 or more pounds, and sustain physical activity for 20 consecutive minutes.</li> <li>10. Must be able to commit to contracted dates from May-August.</li> <li>11. Commitment to a positive, fun and team-oriented working environment</li> </ol>

<b>Salary</b>	\$300/week stipend, contingent upon completion of scheduled daily hours
<b>Status</b>	Seasonal
<b>Hours</b>	50+ Hours per week; weekend, evening, overnight and holiday work required, EOE
<b>Staff Time Off</b>	<ol style="list-style-type: none"> <li>1. Staff get a 24 hour period off on either Saturday or Sunday, to be decided based on business needs.</li> <li>2. One hour rest time provided during the workday.</li> <li>3. Staff must return to camp by 8PM on Sunday evening.</li> </ol>
<b>Benefits</b>	Room and board; Breakfast, Lunch, & Dinner M-F (\$250 value)