



## JOB DESCRIPTION

<b>Job Title:</b>	General Counselor
<b>Department/Program:</b>	Camp Twelve Trails
<b>Position Reports to:</b>	Tribe Leader/Unit Supervisor
<b>Job Title(s) Reporting to This Position:</b>	N/A

### CAMP OVERVIEW

Camp Twelve Trails gives children entering Kindergarten - 10th grade the best of both specialty and traditional day camp programs. It is comprised of five Neighborhoods (elective tracks): **Play, Create, Explore, Discover, and Grow** that allow campers to strengthen their skills in their favorite specialty while encouraging them to explore new areas. Our program is rooted in universally shared values central to Jewish life. These values are incorporated in everything we do, with the hope that it encourages our staff and campers to be the best versions of themselves.

### POSITION OVERVIEW

General Counselors are responsible for the overall safety and supervision of campers, including their successful engagement in all aspects of the Camp Twelve Trails experience, including trips, programs, and aquatics.

### DUTIES PRE CAMP

- Participate in pre-camp training.

### DUTIES DURING CAMP

- Along with your co-counselor, supervise 12-15 campers during all camp activities. This includes campers with special needs that may be a part of your general group.
- Full participation in all camp activities, including swim twice a day.
- Lead and/or assist in small and large group activities either within your group or in the Neighborhoods.
- Work with your co-counselor to provide the highest level of support and programming for your campers.
- Work with other counselors in your unit to help them provide support to their campers.
- Be familiar with and enforce the personnel policies, safety rules, and program of camp.
- Participate in all camp meetings, activities, and special programs.
- Keep records as required, including documenting all incidents and behavioral issues.
- Ensure the health, safety, and welfare of all campers in any area or programs at camp.
- Model appropriate behavior to campers including on the bus to and from camp.
- Use positive behavior-management techniques with campers.



## REQUIREMENTS

- Must be entering senior year of High School or equivalent
- Previous experience working with children
- Strong communication and problem solving skills.
- Ability to remain calm and maintain perspective under pressure.
- Commitment to work collaboratively with others.
- Ability to be flexible and adapt to changing needs.
- Must be enthusiastic and demonstrate and desire to go the extra mile;

### Status:

- Full-time Seasonal
- Mondays through Fridays, June 27 – Aug 16, 2024, including 40-45 hours of staff training in May and June

**Hours:** 8:00am-5:00pm during the summer

**Salary Range:** \$2,500- \$3,200

*This job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee. Other functions and responsibilities may change or may be assigned.*

*To perform this job successfully, an individual must be able to perform each essential function satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.*

*YM & YWHA of Washington Heights & Inwood provides equal employment opportunity to all individuals regardless of their race, color, creed, religion, gender, age, sexual orientation, national origin, disability, veteran status, or any other characteristic protected by state, federal, or local law.*

