

Camp Fire is seeking individuals interested in supporting a diverse group of campers and enhancing the lives of youth from varying backgrounds

Camp Fire Inland Northwest Job Description

The purpose of this form is to detail the specific job requirements drawn from the related Job Class Specifications. Other Information specific or unique to this position are outlined herein.



Position Title: Bus Counselor

Primary Position Location: Camp Dart-Lo, Spokane, WA

Responsible to: Camp Director

Salary: Volunteer

GENERAL REQUIREMENTS OF ALL STAFF

- Current CPR, First Aid, and AED certifications.
- Visual, physical, and auditory ability to identify and respond to environmental and other hazards related to the camp setting.
- Abide by health and safety rules to ensure well-being of campers and staff at all times.
- Ability to assist campers and staff in emergency (fire, evacuation, illness, or injury).
- Ability to observe and evaluate camper behavior; enforce safety regulations and emergency procedures; and apply appropriate behavior-management techniques.
- Prepare the necessary reports, inventories, and records as assigned.
- Plan for and carry out the care and maintenance of the equipment and facilities assigned.
- Know the basic facts about the program of Camp Fire.
- Display a willingness to accept a reasonable share of camp responsibilities, and other duties as assigned.
- Prepare for and participate in the meetings and conferences of the staff.
- Ability to communicate and work with groups participating (age and skill levels), and provide necessary instruction to campers and staff.
- Bring complaints or problems directly to Assistant Camp Director or Camp Director.
- Abide by established procedures and policies covered during staff training, in Camp Staff Practices and Guidelines, and Code of Conduct.
- Successfully pass a state, local and federal background check. Successfully pass a search in the U.S. Department of Justice National Sex Offender public database.
- Willingness to work at alternate camp locations; state and camp applicable wages apply.

MINIMUM QUALIFICATIONS

- Previous experience in customer service, preferred.
- Ability to maintain accurate records.
- Active cell phone and willingness to use it for communication with camp and parents.

SPECIFIC JOB REQUIREMENTS

- To carry out Bus Procedures as outlined and provided by Camp Dart-Lo; please see attached.
- Represent Camp Fire Inland Northwest in a positive way to parents.

Appointment is at will. Camp Fire Inland Northwest Council is free to determine that continued appointment of any volunteer is not in its best interest and is free to discharge that volunteer, with or without cause.

CAMP FIRE INLAND NORTHWEST

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Light the fire within