



Position Title: Camp Counselor

Salary \$35 per day

Name:

Position Location: Camp Sweyolakan, Coeur d'Alene, ID

Responsible to: Unit Director

Camp Director:

Special Notes Regarding Employment: Salary includes room and board, and free use of laundry facilities including laundry detergent.

Pre-approved Unavailable Dates:

GENERAL REQUIREMENTS OF ALL STAFF

- Current CPR and first aid certifications.
- Plan, participate in, and evaluate the program designed for individual campers, small groups, and unit groups, and all-camp activities that will follow the Camp Fire philosophy of camping and the objectives of Camp Sweyolakan.
- 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.
- 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.
- Be responsible for table in the Dining Hall, providing adequate supervision and follow Dining Hall procedures.
- Responsibly carry out bus and boat duty, as needed.
- Prepare for and participate in the meetings and conferences of the staff.
- Bring complaints or problems directly to Assistant Camp Director or Camp Director.
- Be on time and participate in camp events, activities and meals.
- Abide by established procedures and policies covered during staff training, in Sweyolakan Employee Practices and Guidelines, and Code of Conduct.
- Ability to assist campers and staff in emergency (fire, evacuation, illness, or injury).
- Ability to communicate and work with groups participating (age and skill levels), and provide necessary instruction to campers and staff.
- Ability to observe and evaluate appropriate camper behavior, to enforce safety regulations and emergency procedures, and to apply appropriate behavior management techniques.
- Possess the strength and endurance required to maintain constant supervision of campers.

MINIMUM QUALIFICATIONS

- At least 18 years of age.
- Desire and ability to work with children outdoors.
- Ability to relate to one's peer group; be a good role model and mentor.
- Ability to accept supervision and guidance.
- Ability to assist in teaching an activity.
- Good character, integrity, and adaptability.
- Enthusiasm, sense of humor, patience, and self-control.

SPECIFIC JOB REQUIREMENTS

- Lead and guide a group of campers each week, providing them with personalized attention and experiences.
- Lead and teach a variety of age appropriate camper planned activities including but not limited to: boating; outdoor skills; cooking and overnights; hiking; crafts; games; nature activities; singing; and general camp program.
- Participate in program planning for the unit with the help of campers, unit staff and Unit Director.
- Participate with campers in all group, unit and all-camp activities.
- Instruct campers in rules, safety regulations and emergency procedures, i.e., fire drills, evacuating camp, etc.
- Ensure campers' needs are met to include medications, diet, sleep, hygiene, showers, etc.
- Observe campers for signs of illness or fatigue and report to the Camp Nurse.

CAMP FIRE INLAND NORTHWEST

524 N. Mullan Rd., Ste. 102, Spokane, Washington 99206-2406
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E-mail: campfire@campfireinc.org • Website: www.campfireinc.org

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Camp Fire Inland Northwest Seasonal Employee

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.



- Supervise and assist campers in unit kapers, and overall cleanliness of camp.
- Assist in planning all-camp activities as scheduled with the Lead Counselor or assigned staff member.
- Keep records of group participation as needed. This includes but is not limited to: bead sheets, post cards, evaluations, record sheets, and inventories.
- Attend staff training and assist with the opening and closing of camp.
- Notify appropriate camp personnel of maintenance and safety needs, as necessary.
- Other duties as assigned by the Unit Director.

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

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