Strong Rock Camp and Retreat
Job Description

**Job Title:** Summer Camp Junior Counselor  
**Supervisor:** Head Counselor, Program Director

**Summary**
Assist in supervising up to twelve campers and carries out responsibilities in accordance with Strong Rock Camp's policies. Assists in skill activities and participates in camp-wide activities involving school aged children in a summer camp setting.

**Essential Duties and Responsibilities** include the following:
- Show concern and attentiveness to the health, safety and general welfare of the campers
- Assist in supervising daily clean-up of cabin
- Teach in skill areas as assigned
- Assist and/or participate in camp-wide activities
- Prepare and participate in camper devotions
- Recognize and respond to teachable moments
- Encourage and model respect for others, personal property, camp equipment and facilities
- Assist in supervising camper's daily hygiene; brushing teeth, showering, changing clothes, etc
- Promote healthy relationships among campers and ensure that every child is being included
- Support the mission and purpose of Strong Rock Camp
- Other duties may be assigned

**Competencies**
To perform the job successfully, an individual should demonstrate the following competencies:
- Job Knowledge - Competent in required job skills and knowledge; exhibits ability to learn and apply new skills; displays understanding of how job relates to others; uses resources effectively
- Continuous Learning - Seeks feedback to improve performance; strives to continuously build knowledge and skills
- Problem Solving - Identifies and resolves problems in a timely manner; gathers and analyzes information skillfully; develops alternative solutions; works well in group problem solving situations; uses reason even when dealing with emotional topics.
- Camper Relations - Manages difficult or emotional camper situations; responds promptly to camper needs; responds to requests for service and assistance
- Communications - Expresses ideas and thoughts appropriately; exhibits good listening and comprehension; keeps supervisors and co-workers adequately informed; selects and uses appropriate communication methods.
- Cooperation - Establishes and maintains effective relationships; exhibits tact and consideration; offers assistance and support to co-workers; works cooperatively in group situations; works actively to resolve conflicts
- Focus - Promotes focus on campers; monitors camper experience; develops new approaches to ensuring a positive camper experience
- Oral Communication - Speaks clearly and persuasively in positive or negative situations; listens and gets clarification; responds well to questions
• Teamwork - Balances team and individual responsibilities; exhibits objectivity and openness to others' views; gives and welcomes feedback; contributes to building a positive team spirit; puts success of team above own interests; able to build morale and enthusiasm when working as a team; supports everyone's efforts to succeed
• Team Leadership - Fosters team cooperation; supports group problem solving; leads others to positive outcomes
• Leadership - Exhibits confidence in self and campers; inspires and motivates campers to perform well; effectively influences actions and attitude of campers; accepts feedback from others
• Conflict Resolution - Encourages open communication; confronts difficult situations; maintains objectivity; keeps emotions under control
• Inclusion - Promotes a harassment-free environment; encourages camper involvement
• Ethics - Treats people with respect; keeps commitments; inspires the trust of others; works with integrity and principles; upholds organizational values
• Organizational Support - Follows policies and procedures; supports organization's goals and values
• Adaptability - Adapts to changes in the work environment; changes approach or method to best fit the situation; able to deal with change, delays, or unexpected events
• Personal Appearance - Dresses appropriately for position; keeps self well groomed
• Attendance/Punctuality - Dresses appropriately for position; keeps self well groomed
• Dependability - Follows instructions, responds to supervisor direction; takes responsibility for own actions
• Initiative - Volunteers readily; looks for and takes advantage of opportunities; asks for and offers help when needed
• Judgment - Displays ability to make decisions; exhibits sound and accurate judgment; includes appropriate people in decision-making process
• Safety and Security - Observes safety and security procedures; determines appropriate action beyond guidelines; reports potentially unsafe conditions; uses equipment and materials properly; identifies and responds to environmental hazards

Qualifications
To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience
Completion of High School

Language Skills
Ability to read and interpret documents such as safety rules, operating procedures, staff manuals, and lesson plans. Ability to speak effectively before campers and parents.

Reasoning Ability
Ability to solve practical problems and deal with a variety of situations involving campers and their safety. Ability to make decisions in a timely manner. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
**Physical Demands**
The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is regularly required to talk and hear. The employee is frequently required to walk and may be asked to run at times. The employee is occasionally required to stand, stoop, kneel, crouch, or crawl. The employee must be able to lift and/or move up to 50 pounds.

**Work Environment**
The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is regularly exposed to outside weather conditions. They must work in an outdoor natural environment, occasionally in wooded areas or open grass playing fields and in natural bodies of water. The noise level in the work environment is usually loud.