Mecosta County 4-H Camp Counselor Job Description

Responsible to:

- The 4-H Extension Program Coordinator, the Camp Director and Co-Director.

Purpose:

- To provide supervision of youth ages 5 to 12 years old in a camp setting and, to provide support to the 4-H professionals, volunteers and members in conducting meaningful educational summer camp experiences to help youth develop positive skills.

Responsibilities:

Active camp counselors are in important part of the success of the summer camp program, and though it can be tiring, past camp counselors have said the rewards of the job outweigh the frustrations. Your participation in the 4-H Camp Program carries the responsibility of conducting yourself in a courteous, friendly and positive manner. Your contribution to the program is as important as what you receive from the program.

- Be a positive role model and lead by example! Let your behavior reflect the CHARACTER COUNTS! Six pillars of character that 4-H believes in. Trustworthiness, Respect, Responsibility, Fairness, Caring and Citizenship.
- It takes all of the camp counselors and staff to contribute to a positive experience for the participants.
- Communicate.
- Help ensure that everyone follows the rules identified in camp.
- Involve campers in all scheduled activities while in camp.
- Leading a group, or unit of campers and supervise a group living environment.
- Follow the guidelines and policies of Michigan State University Extension, Michigan 4-H Youth Development Program, Mecosta County 4-H and the Mecosta County 4-H Summer Camp Program.
- To actively participate in the program planning and implementation for camp where appropriate.
- To encourage campers to try new activities.
- Assist camp staff in supervision of campers throughout all workstations, activities and meals.
- Assume responsibility for workstations, hikes or special activities assigned to you.
- Participate fully in the camp program.
- Being able and willing to treat each camper, staff person and peers with respect and dignity at all times.
- Attending and participating in classes, activities and workshops designed to provide 4-H camp counselor training.
- Learning the objectives of the 4-H camping program.
- Demonstrating familiarity with the 4-H camp rules and policies and being willing to accept responsibility for enforcing these rules and policies.
- Being able and willing to accept and serve in leadership roles when needed, and working as a member of the team when others are in the leadership position.
- Being present and on time for all assigned activities, events and duties.
- Providing for the safety and well-being of each camper at all times. Be alert to the health and safety needs of the campers at ALL times.
- Refer all medical problems to the Camp Director and Camp Nurse.
- Never leave campers alone.
- Never be alone with a camper.
- Keeping your assigned cabin and cabin area clean.

Expectations of 4-H Camp Counselors:

- You are expected to attend all sessions that are part of the planned program.
Observe hours established by the camp staff and be in your cabin after lights out. Roaming around outside your cabin, entering another cabin, sitting outside socializing with other counselors after lights out is not allowed.

- Dress appropriate to the occasion.
- Language must be controlled and appropriate – no swearing.
- Counselors are not to leave the assigned program area at any time without the permission of the director(s), or staff in charge – except as part of the planned program.
- Use of or possession of, tobacco, tobacco products, alcohol, or drugs is not allowed.
- Counselors of a cabin are responsible for any damages or misconduct.
- 4-H camp encourages interaction among all members of the group – but not exclusively with another person. Kissing, “making out”, or other sexual displays of personal affection are not allowed. The romantic lives of the counselors should never be shared with the campers.
- Female counselors are not allowed in male cabins or bathrooms, and male counselors are not allowed in female cabins or bathrooms.
- Counselors are expected to obey the law.
- Counselors are expected to abide by and follow all camp rules and policies.
- Inform the Camp Director of any conflicts you may have with scheduled activities.
- To turn in car keys and cell phones to the Director upon arrival in camp.
- Observe and follow all camp rules, policies and guidelines.
- To perform other duties as assigned by the Directors.

**Time Required:**

- 20+ hours of Camp Counselor Training, including onsite training
- 6-8 hours of CPR/First Aid Certification
- 5 days in camp (24/7) in July - August

**Target Dates:**

- Seasonal. Anticipate January – August

I understand that I can be dismissed as a camp counselor because of my actions, behavior, language or other conduct. I will be held accountable for my actions, and I will follow the 4-H Code of Conduct and the Mecosta County 4-H Summer Camp staff and Camp Counselor Guidelines, Code of Conduct, Camp Counselor Job Description and Behavior Management Policy. I further understand that I will be held legally responsible for any destruction of property, or participation in illegal activities, or the mistreatment or abuse of a camper, camp staff member or camp counselor.

**I have read and understand the Camp Counselor Job Description.**

______________________________  ___________
Signature          Date

______________________________  ___________
Parent/Guardian Signature (Required)     Date