

# DAY CAMP MINI JOB DESCRIPTIONS

Summer Session Dates

Staff Training June 11-17, 2022

Camp Dates June 20 - August 26, 2022

## Counselors

**General Counselor:** Nurture, interact, support and create a safe and inclusive environment in which the campers will have a fun-filled, exciting camp experience. Responsibilities include managing a group with a co-counselor(s) and campers Monday-Friday, supervising all aspects of the camper's day, leading campers through a weekly schedule and participating/teaching/assisting in all activities. Must be 18 years old.

**Lifeguard Counselor:** Nurture, interact, support and create a safe and inclusive environment in which the campers will have a fun-filled, exciting camp experience. Responsibilities include managing a group with a co-counselor(s) and campers Monday-Friday, supervising all aspects of the camper's day, leading campers through a weekly schedule and participate/teach/assist in all activities including waterfront specific programming. Must be 18 years old and certified through the American Red Cross.

**Ranch Counselor-** Assists the Ranch Director with instruction of programming for overnight and day camp. Nurture, interact, support and create a safe and inclusive environment in which the campers will have a fun-filled, exciting camp experience. Responsibilities include managing a group with a co-counselor(s) and campers Monday-Friday, supervising all aspects of the camper's day. Counselors will be also help with horse care and maintenance as assigned. Must be 18 years old.

## Coordinators and Specialists

**Lifeguard:** Works with the Waterfront Director to lead/supervise all waterfront activities at Day Camp, including water safety and swim tests. Provides oversight during activity times and as needed. Must be 18 years old and certified through the Red Cross.

**Logistics Staff-** Assists the Day Camp Director with daily tasks to ensure seamless delivery of Day Camp programs. Responsibilities include conducting daily logistics tasks, such as setting up for various activities, filling/distributing water jugs, and facility/program area maintenance. Must be 18 years old.

**Ranch Coordinator:** Assists the Ranch Director in management and instruction of programming for overnight and day camp. The position will also help with horse care and maintenance as assigned. Must be 18 years old.

**Program Coordinator:** Responsible for implementing and teaching programming, daily operation logistics and activity set-up. Must be 18 years old.

**Health and Safety Coordinator:** Assists the Health and Safety Director in managing the health of all campers and staff at Day Camp. Must be 18 years old.

**Waterfront Coordinator-** Supports the Waterfront Director in managing all operations at the Day Camp beach. Must be 18 years old and be certified through the American Red Cross.

## **Directors**

**Ranch Director-** Responsible for the general safety of campers, staff, and horses at the ranch, supervises the ranch coordinator and counselors, and oversees all ranch programs at the ranch. Must be 21 years old and have 2 years experience working with horses.

**Waterfront Director:** Responsible for the general safety of campers and staff at the waterfront, supervising the lifeguard team, and to overseeing all aquatics programs at the Day Camp beach. Must be 21 years old and certified through the Red Cross.

**Program Director:** Supports the Day Camp Director in managing the daily functions of Day Camp. Responsible for ensuring high quality program delivery, camper behavior management and assisting in the general safety and well-being of the campers and staff.