



Cornell University

Cooperative Extension

Jefferson County

<p>Classification Title: Temporary Camp Counselor, Sr. Functional Title: 4-H Camp Wabasso – Wilderness Counselor Supervisor & Title: 4-H Camp Wabasso Assistant Director</p>

General Responsibilities

This position serves as **4-H Camp Wabasso Wilderness Counselor** responsible to Cornell Cooperative Extension Association of Jefferson County. The primary responsibilities of this position are to assist with the weekly program design and implementation of designated 4-H Camp Wabasso programs and activities and to provide overall supervision and direction of youth participating in camp activities. In addition, this position accepts and performs other duties as assigned and deemed appropriate by the 4-H Camp Wabasso Director. *(This position includes cabin responsibilities and wilderness camping in tents on camp property.)*

Job Duties

- Represent 4-H Camp Wabasso in initial contact with parents and campers on opening day of each session, making every effort to make campers and parents feel comfortable and welcome.
- Assist other cabin counselors in supervision of 6-16 campers in the wilderness or cabin. Responsible for their safety and well being at all times.
- Provide supervision of campers during all meals, recreation time, free time, free swim, evening programs and other camp activities.
- Enforce all camp health and safety standards, keeping campers safe at all times.
- Assist campers in scheduling classes, and following the daily camp schedule.
- Provide to all campers the opportunity to participate in all camp activities, and assist Camp Director, Program Director, and Area Program Coordinators in providing support for these activities.
- Be a positive role model and ensure that both Counselor and camper behaviors are consistent with camp standards.
- Supervise Jr. Counselors in conjunction with other Counselors, coordinated by the leadership staff.
- Assist in the development and coordination of special programs including afternoon, evening and weekend activities.
- Teach all classes within program area as directed by the Program Director and Camp Director specifically those relating to interacting in the outdoors including but not limited to preparing meals over an open fire, Dutch oven cooking, tent setup, wilderness survival, etc.
- Assist Program Coordinators in monitoring progress of classes.

- Maintain records on all instructional classes, including lesson plans.
- Assist in distributing award recognition and participation certificates to campers when earned.
- Assist in maintaining and inspecting program equipment, supplies, and program sites, (including end of season inventory) to ensure they are in good condition and working order.
- Attend camp orientation program and assist in helping Program Area Coordinators organize their respective areas.
- Participate in staff meetings and training events as scheduled.
- Conduct daily inspections of equipment and supplies to ensure they are safe, clean, and in good repair.
- Be able to live in a wilderness environment including cooking and hygiene in the outdoors.
- Review weekly camp medical bulletins, and stay aware of special medical requirements of campers you are helping to supervise.
- Ensure all special needs are met (i.e. medications, individual needs).
- Provide support for individual campers who have difficulty adjusting to campers and/or camp life.
- Keep all Coordinators, Senior Counselors, and Directors updated with pertinent information.
- Cooperate with Coordinators, Directors and other Counselors in the development, planning and implementation of all 4-H Camp Wabasso activities, including afternoon, evening, and weekend activities.
- Assist in the evaluation of the current camping season, and make suggestions for the next camping season.

Reporting Relationships

- Immediate supervision provided by Assistant Director, with overall supervision provided by 4-H Camp Wabasso Director.

Qualifications

Necessary:

- Must be at least 18 years of age.
- Must have current CPR and First Aid certifications (will train if necessary).
- Must have three years of C.I.T. training or the desire to work with children.
- Must have experience or willingness to learn wilderness camping.

Key Knowledge, Skills and Abilities

- Demonstrated ability to supervise wilderness program area and make scheduling assignments for meals and programs in the wilderness.
- Demonstrated ability to coordinate multi-faceted athletic program of teaching skills, setting up intramural and inter-camp teams.
- Demonstrated knowledge and skills in officiating team and individual sports and the ability to teach these skills to staff and campers of all ages.
- Demonstrated ability to maintain athletic facilities.

- Desire and ability to work with children outdoors.
- Demonstrated ability to relate to one's peer group.
- Demonstrated ability to accept guidance and supervision.
- Good character, integrity, and adaptability.
- Enthusiasm, sense of humor, patience, and self-control.

Special Requirements

- Must be able to meet the travel requirements of the position.
- Must be willing and able to stay at 4-H Camp Wabasso (including overnights) the entire time Camp is in session.
- Must have clear background check.