

**Red Willow Ministries -- Summer 2020**  
**Counselor Job Description**

**Required Qualifications**

1. Dedicated Christian who is willing to share their faith in Christ with others
2. Minimum age - 18 years old and completed one year post-high school education or work experience
3. Desire and ability to work with children in an outdoor ministry setting
4. Desire and ability to work in a highly cooperative environment and accept supervision and guidance

**Desired Qualifications**

1. Possess the ability and/or willingness to lead others in group activities, including, but not limited to, devotionals, games, cabin activities, music, and skits
2. Willingness to experience outdoor living, including tent camping, and to teach/learn new skills
3. Imagination, patience, initiative, self-control, adaptability, and a passion for the work of camp

**To Whom Responsible**

1. The Assistant Director in terms of application and employment
2. The Assistant Director and/or Summer Program Director in terms of training and work assignments, as well as personnel policies and practices
3. The Leadership Team in all areas relative to program activities, inter-staff responsibilities, and regular or special work duties

**General Responsibilities**

**All Staff**

1. Possess an attitude and actions which continually reflect that Christ lives within you and that you view your position as an opportunity to be in His service
2. Be a positive Christian influence at all times and provide personal guidance when needed
3. Understand, interpret, follow, and maintain the camp's standards and policies
4. Demonstrate appropriate self-care, attending to your spiritual, emotional, and physical needs appropriately and encourage other staff and campers to do the same
5. Represent the camp and its purpose in a positive manner when you are in public
6. Be responsible for the stewardship of all camp facilities and equipment

**Counselors**

7. To be with your campers at ALL times unless on break

**Specific Responsibilities**

1. Directly responsible for the needs and actions of the 3-10 campers placed in your care each week (this includes typical on-site campers, adults with disabilities, and off-site day camp campers), especially in the following five areas:
  - A. *Spiritual Needs*: identify and meet the spiritual needs of all campers
    - i. Promote an atmosphere of Christian cooperation among campers and fellow staff members
    - ii. Plan and lead a daily Bible Study for the cabin group
    - iii. Plan and lead a daily bedtime devotional (Candle Power) for the cabin group
    - iv. Assist the Leadership Team in planning and leading worship and campfire including skits and music
  - B. *Physical Needs*: identify and meet the physical needs of ALL campers by being responsible for his/her health, cleanliness, and safety
    - i. Guard and guide campers from dangerous activities or circumstances
    - ii. Ensure you and your campers are practicing good hygiene, sleeping habits, and eating habits
  - C. *Emotional Needs*: identify and meet the emotional needs of ALL campers
    - i. Teach your cabin group to live as a group and be aware of each other's needs
    - ii. Get to know and understand each camper as quickly and as well as possible
    - iii. Treat all campers fairly and show loving concern for all aspects of their welfare
    - iv. Provide opportunities for discussion of individual or group problems/concerns
    - v. Strive to build self-esteem and self-value in each camper

D. *Program/Activities*

- i. Supervise all aspects of the campers' day, including cabin clean-up, quiet time, evening activities, meal times, cabin activities, camper choice time, and getting ready for bed
- ii. Be involved/participate in all camp activities, whether leading or not
- iii. Lead and assist in activities such as games, singing, worship, or campfire aspects
- iv. Attend and participate in daily and weekly staff meetings

E. *Camper Discipline*

- i. Understand, follow, and enforce all camp policies and standards
- ii. Make sure that your campers are behaving in an appropriate manner during all activities, including large group activities
- iii. Encourage respect for the property of others and for the camp's facilities and equipment
- iv. When necessary refer discipline problems to the Leadership Team

2. As a Red Willow Ministries team member, be first and foremost concerned for the welfare of the ministry as a whole. Additional duties in this area include but may not be limited to:

- A. Being willing and ready to step in as a support staff member as needed and as assigned
- B. Assisting in registration of the campers and weekly clean-up assignments, including bathrooms
- C. Maintaining good public relations with the parents of campers
- D. Assisting other staff in any task that will enhance the outdoor ministry of Red Willow Ministries
- E. Other duties as assigned