



Camp Counselor or Aide Job Description and Essential Functions

QUALIFICATIONS

- Must be at least 18 years of age (16 to work as an aide)
- Experience in working with children
- Experience in working with people with disabilities is ideal, but not required
- Valid First Aid and CPR Certificates are a plus, but not required
- Excellent communication and interpersonal skills
- Must be creative and energetic

RESPONSIBLE TO

- Program Coordinator

GENERAL RESPONSIBILITIES

- To provide leadership and guidance to all campers through a variety of games, crafts, sports, hiking and camping activities.

SPECIFIC DUTIES

- Assist in program planning based on pre-arranged educational/recreational themes.
- Guide campers in participation of all activities.
- Supervision of campers and activities at all times.
- Adapting programs to include all campers.
- Providing emotional support and encouragement to campers.
- Work as part of a team.
- Assist in tidying up after activities.
- Be familiar with the special needs, medical conditions, dietary concerns, and/or behavioral problems of the campers and act according to directions provided by the Camp Medic/parent or guardian.
- Provide personal care, feeding, and toileting for campers as required.
- Be a positive role model to campers and be available at all times.
- Ensure that safety standards are maintained at all times
- Report any accidents/incidents to the Camp Medic and Director (incident reports)
- Other duties as required

Essential Functions

The summer staff counselors and aides are to provide a leadership role in a day camp program. Counselors should express a true love and appreciation for outdoors and natural creation, and be able to work in an outdoor environment for long periods of time. He/she must have the ability to lift and carry equipment up to 35 pounds. (cooler, program equipment, etc), have the ability to observe and assess camper safety in all situations, and maintain high energy levels and enthusiasm for prolonged periods throughout the day. All staff members must be able to complete orientation and training, and complete a background check prior to the start of camp. The counselor should seek to understand the campers he/she works with and use the uniqueness of the camp setting and program to help fulfill the Camp LIGHT mission which states: Our mission is to show kids with special needs and circumstances that life is only limited by their imagination, and to give them new tools and skills, along with love and support, to inspire them to become anything they can dream.

Experience

- Ideal candidates are certified professionals in special education or social work. Applicants with experience working with children with special needs will be preferred. We welcome college students who are currently seeking degrees in special education, medicine, physical therapy, social work or psychology. Counselors will receive on-the-job training before camp begins. Applicants with no related experience will still be considered and will begin in an aide/assistant counselor role to gain experience.

Skills

- Camp counselors must show compassion in dealing with special needs children. Maturity and sensitivity are required personality traits in a special needs camp counselor. They must have patience and should also display energetic attitudes. Counselors must be able to identify problems and brainstorm solutions. Counselors should also be physically strong to assist campers with physical handicaps.

Responsibilities

- Special needs camp counselors are typically assigned a small number of children for whom they are responsible. They must pay attention to each camper's individual needs. Camp LIGHT welcomes children ages 6-17 with varying conditions. Counselors must assist those children who require dressing, feeding and bathroom help.

Counselors may lead arts and crafts activities and must assist children with manual dexterity deficiencies. They must break down steps in a way that campers can understand.

They must encourage special needs campers to be active and to create friendships. They should instill confidence in the campers to improve their self-esteem.