



Camp Menesetung

Job Description: Counsellor In Training (C.I.T.)

Full-Time: Residential Sunday (1pm) – Friday (following closing, approx. 8pm) position.
Volunteer Position – co-op credits, volunteer hours, certifications, leadership experience, Room & Board included.

Job Purpose and Reporting Structure

All Counsellors In Training (CITs) are responsible for: Being open to developing their leadership skills, engaging, keeping safe, and meeting the needs of the campers in their care. CITs are paired with Leadership Staff at Menesetung to collaboratively inspire their campers. Being a CIT is about being an amazing positive role model who knows how to have fun, how to listen, and how to help. CITs represent Camp Menesetung and change the lives of their campers. This position reports to the Leadership Training Director, Head Counsellor, Summer Camp Director, and Executive Director.

Essential Duties and Responsibilities

To your Campers

- Be there for your campers. Be their guide, be their role model, be their helper.
- Create opportunities for fun, learning, growth, and an amazing camp experience!
- Spark the imagination of your campers.
- Ensure that all campers are kept completely safe, physically and emotionally, for the duration of **all** camp activities; including reporting health & safety hazards.
- Know the exact location of all campers in your care at any given time throughout the week – ensuring continual active supervision, including sleeping in-cabin with campers.
- Keep campers safe from the sun and insects by modelling and ensuring proper clothing is worn.

To all Fellow Staff

- Communicate!
- Maintain a friendly, patient, and helpful relationship with your paired Leadership staff who will support you throughout your experience.
- Actively participate in everything you can, including Morning Optionals, Flag, Evening Programs etc. by assisting wherever you can, and encouraging campers.
- Follow camp-wide rules and enforce these rules when necessary with campers.
- Be punctual when arriving and departing from all camp activities.
- Actively volunteer to complete jobs or tasks that have not been done.
- Take care of yourself and seek support! We need you at your best, it is your responsibility to take care of yourself and seek out support from the team.
- Seek out ways in which you can support a fellow staff. If you find yourself with a free moment, think 'Do my fellow staff members need extra help supervising campers? Setting up? Cleaning up?' Etc.
- Respect your fellow staff, ensure that any issues, violence, or harassment are deescalated and reported immediately to the Summer Camp Director.

- Work together to create the best possible experience for our campers.

To Camp Menesetzung

- Understand and follow all camp policies, protocols, and procedures outlined in the Staff Manual.
- Promptly communicate all health & safety concerns, accidents, injuries, and illnesses to the Health Care Provider.
- Ensure activities and cabin talk reflect the overall Christian atmosphere of the Camp.
- Escalate concerns regarding camper issues, staff members, bullying, violence or harassment, or any relevant concerns to the Leadership Team.
- Keep track of all supplies and inform the Summer Camp Director of any losses, damages, or shortages.
- Ensure prompt arrival at scheduled times. Giving as much notice as possible to the Summer Camp Director if scheduled attendance is impossible for legitimate reasons.
- Communicate all unavailability a minimum of 2 weeks before campers arrive.
- Conduct yourself as a professional representative of Menesetzung to all campers, parents, teachers, etc. always, including when not actively working, and on social media platforms.
- Performs all other duties designated by the Summer Camp Director or Executive Director.