



## CAMP MENESETUNG

Overnight Camp | Day Camp | Outdoor Ed. | Retreats

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**Job Description:** Day Camp/Bridge Camp Counsellor

**Full time:** Living on site: Sunday (12pm) -Friday (following closing approx. 9pm) position from June 30th to August 23rd 2024, shorter term contracts are available with prior discussion. A member of the Frontline Staff. **Salary:** Compensated according to salary grid ([link here!](#)), minimum \$405/week with room & board included.

### Job Purpose and Reporting Structure

All Day Camp/Bridge Camp Counsellors are responsible for: engaging, keeping safe, and meeting the needs of the campers in their care while collaborating with programmers to create and deliver engaging, age-appropriate, inclusive, themed, FUN for campers throughout their week. Being a Day Camp Counsellor is about being an amazing positive role model who knows how to have fun, how to listen, and how to help. The responsibilities of the Day Camp/Bridge Camp Counsellor are weighted more heavily towards traveling with and continually engaging and supporting your day campers but you will likely plan some programs that are day camper specific with the support of programmers and the Day Camp Coordinator. This position reports to the Day Camp/Bridge Camp Coordinator, 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.
- Work collaboratively with overnight staff to deliver a mix of Day Camp specific programs, overnight programs adapted for day campers, and full camp activities with both Day Camp and overnight campers
- Take an active role in Day Camp sign-in and sign-out each day and seek to make this process as efficient, safe and fun as possible
- Clearly communicate behaviour expectations with campers at the start of the week and how to access help when needed
- Ensure that all campers are kept safe, physically and emotionally, for the duration of all camp activities; including reporting health & safety hazards.
- Ensure that campers feel safe at Day Camp by creating an environment where authentic self expression (being 100% who they are) is encouraged and celebrated
- 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 during Thursday sleepovers and Bridge Camp overnights



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- Intervene in camper/camper conflict with an open mind and good resolution strategies
- Keep campers safe from the sun and insects by modeling and ensuring activity appropriate clothing is worn.
- Maintain a friendly, patient, and helpful relationship with your LIT or CIT who will receive much of their training from you.
- Advocate on behalf of your campers (including LITs) during policy, program, or scheduling discussions.

### To all Fellow Staff

- Communicate! Communicate your program and supervisory needs, where you'll be, if you're having a rough time and need support, if you are having a great time and can be a support etc. Check-in daily with the Day Camp Coordinator and/or Camp Director.
- Actively participate in everything you can, including Day Camp programs you are not leading and overnight programming that does not take place during Day Camp hours. Encourage campers' participation and assist Programmers whenever possible
- 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 amongst staff are deescalated (within your capacity) and reported immediately to the Camp Director.
- Work together to create the best possible experience for our campers.

### To Camp Menesetzung

- Uphold the Camp mission at all times but especially when making decisions: "To lead the way in creating inclusive, healthy, and sustainable community through the Spirit of outdoor adventure."
- Understand and follow all camp policies, protocols, and procedures outlined in the Staff Manual.
- Take an active role in daily camp maintenance through setting/serving/cleaning in the dining hall, cleaning program spaces & cabins, cleaning staff only spaces, refilling bathroom supplies etc.
- 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.



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- Escalate concerns regarding program effectiveness, camper issues, staff members, bullying, violence or harassment between campers, or any relevant concerns to the Leadership Team.
- Keep track of all supplies and inform the Leadership Team of any losses, damages, or shortages.
- Seek to always be growing and learning, by asking good questions, making use of resources provided to you, and actively participating in weekly check-ins & debriefs, mid-summer evaluations and end-of-summer evaluations
- Show enthusiasm and excitement for camp with all those visiting the site especially caregivers who are dropping off or picking-up their campers for a week of camp
- Ensure prompt arrival at scheduled times. Giving as much notice as possible to the Camp Director if scheduled attendance is impossible for legitimate reasons.
- Communicate all unavailability in writing a minimum of 2 weeks before campers arrive.
- Conduct yourself as a professional representative of Menešetung to all campers, caregivers, teachers, etc. always, including when not actively working, and on social media platforms.

Performs all other duties designated by the Camp Director or Executive Director.



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