



CAMP MENESETUNG

Overnight Camp | Day Camp | Outdoor Ed. | Retreats

Job Description: 1:1 Support 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 Frontline Staff are responsible for engaging, keeping safe, and meeting the needs of the campers in their care throughout the week. 1:1 Support Counsellors work specifically with one camper for the duration of their camp week. 1:1 Support Counsellors assist campers with needs related to: motor skills, mobility, hygiene and personal care, sensory over and under stimulation, cognitive development, anxiety, eating and more. Like with any counsellor position being a 1:1 Support Counsellor is about being an amazing positive role model who knows how to have fun, how to listen, and how to help. 1:1 Support Counsellors have the capacity to change the lives of the campers in their care. This position reports to the Integration Coordinator, Camp Director, and Executive Director.

Essential Duties and Responsibilities

Prior to Camp (during a training weekend)

- Fill out a profile for distribution to the families/guardians of the campers you will be working with so that campers can start to become familiar with who you are ahead of time
- Potentially participate in a in-person meeting at camp with families/guardians of campers you will be working with
- With the integration coordinator go over a list of skills and share honestly what care and support skills you are already confident in, could become confident in, will not be confident in this year so that you can be matched with campers appropriately

To your Camper

- Familiarize yourself with the needs of your camper before the week begins by reading their camper profile, highlighting any questions or concerns.
- Make contact with the camper's family via phone call before the week begins to introduce yourself and address any questions or concerns (facilitated by the integration coordinator)
- Check in with the Health Care Provider to ensure that the camp has the appropriate supplies to support your work with the camper - if not create a list of supplies needed (with assistance from the integration coordinator)
- Equip yourself with the tools and resources needed to make your camper's week an amazing one.
- Be there for your camper. Be their guide, be their role model, be their helper.



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- Create opportunities for fun, learning, growth, and an amazing camp experience!
- Spark the imagination of your camper.
- Whenever possible work with other camp staff to enable your camper to take an active role in regular camp programming and cabin life, create alternate programming only when absolutely necessary
- Ensure that your camper is kept safe, physically and emotionally, for the duration of all camp activities; including reporting health & safety hazards.
- Ensure that your camper feels safe by creating an environment where authentic self expression (being 100% who they are) is encouraged and celebrated
- Know the exact location of the camper in your care at any given time throughout the week – ensuring continual active supervision - this may include sleeping in-cabin with your camper provided this option is possible
- Keep campers safe from the sun and insects by modeling and ensuring sun-safe clothing is worn.
- Know when to step back and give your camper the opportunity to engage with other campers without any interference.
- Advocate on behalf of your campers during policy, program, or scheduling discussions.

To all Fellow Staff

- Provide your break counsellor (if not Integration Coordinator), the Integration Coordinator and the Health Care Provider with any relevant information about your camper that they could benefit from knowing as soon as you become aware of it.
- Communicate! Communicate new information you learn about your camper, 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. and check-in daily with Integration Coordinator, Health Care Provider and/or Camp Director
- Actively participate in everything you can, including Morning Optionals, Flag, Evening Programs etc. 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.



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To Camp Menešetung

- 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 reflects the overall Christian atmosphere of the Camp.
- Escalate concerns regarding program effectiveness, camper issues, staff members, bullying, violence or harassment between campers, or any relevant concerns to the Leadership Team.
- 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
- Keep track of all supplies and inform the Leadership Team of any losses, damages, or shortages.
- 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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