

TOWN OF MERRIMACK
PARKS & RECREATION
JUNIOR CAMP COUNSELOR

JOB SUMMARY:

Junior Counselors work under the Direction of Senior Counselors and are responsible for assisting the Senior Counselors in caring for their cabin group. Counselors spend most of their day accompanying their group to various activities. During activity periods these counselors attend and participate in each activity that the group does. They tend to develop closer bonds with their cabin group members and are expected to manage personalities and issues within the cabin group.

SUPERVISION RECEIVED:

Works under the Direction of the Day Camp Director and Senior Camp Counselors

EXAMPLE OF DUTIES:

- Assist in planning, organizing, and conducting a variety of recreational activities
- Assist with communicating and working with campers ages 5-14, at various skill levels, to provide necessary instruction and to communicate with other staff members
- Development of activities on a daily basis – works directly with individual children and in groups
- Ability to observe camper behavior assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques
- Possess strength and endurance required to maintain constant supervision of campers
- Follows procedures to safeguard the health and safety of the children
- Communicates regularly with fellow Counselors and the Camp Director regarding any concerns or issues that may arise.
Encourage friendships within bunk and other campers.
- Create an environment in which campers have fun and feel safe.
- Guide bunk and individual campers to participate successfully in all aspects of camp activities
- Carry out established roles for supervising camper's health and happiness.
- Carry out established roles in enforcing camp safety regulations including instructing campers in emergency procedures such as fire drills and severe weather,
- Assist in teaching or leading an activity, as assigned
- Prepare for and actively participate in staffing training and meetings
- Encourage respect for personal property, camp equipment and facilities
- Be sure cabin is thoroughly clean last day of each session
- Report all safety and maintenance issues immediately to the Camp Director
- Other duties may be assigned as required
- Learn the likes and dislikes of each camper in your cabin
- Recognize and respond to opportunities for problem solving in the group
- Develop opportunities for interaction between campers and staff

- Provide opportunities for your bunk so that each individual experiences success during camp
- Provide opportunities for discussion of individuals or cabin problems or concerns
- Help each camper meet individual goals established by his/her self and Naticook Day Camp
- Be aware of the location and activity of each camper in your cabin at all times

KNOWLEDGE, SKILLS & ABILITIES

- Experience working with children; preferably in a group setting.
- Ability to communicate and work with campers ages 5-14, at various skill levels, to provide
- Ability to communicate with fellow staff members
- Ability to observe camper behavior assess its appropriateness, enforce appropriate safety
- Apply appropriate behavior-management techniques
- Visual and auditory ability to identify and respond to environmental and other hazards related to camper activities

MINIMUM QUALIFICATIONS REQUIRED:

- Desire and ability to work with children outdoors
- Ability to relate to one's peer group
- Ability to accept supervision and guidance
- Ability to assist in teaching activity
- Good character, integrity, and adaptability
- Enthusiasm, sense of humor, patience, and self-control
- Experience in camp setting preferred
- Experience with, or understanding the needs of individuals with special needs
- At least 16 years of age

WORKING CONDITIONS:

Position works indoors and outdoors on a daily basis

COGNITIVE & SENSORY REQUIREMENTS:

Talking: Necessary for effect communicating with others.

Hearing: Necessary for effective communications with others.

Sight: Necessary for performing the job effectively and correctly.

DURING AN 8 HOUR DAY, EMPLOYEE IS REQUIRED TO:

Consecutive Hours

Sit 12345678

Stand 12345678

Walk 12345678

ENVIRONMENT:

Inside: 50% Outside: 50%

EQUIPMENT USED:

Sports equipment, arts & craft supplies, office supplies.

HAND MANIPULATION:

Grasping: frequently

Handling: frequently

Torquing: occasionally

Fingering: occasionally

LICENSURE/CERTIFICATION REQUIREMENTS:

None

OTHER TRAINING, SKILLS, & EXPERIENCE REQUIREMENTS:

Specific Vocational Preparation Requirements:

(X) 1. Short demonstration only.

() 2. Any beyond short demonstration up to and including 30 days.

() 3. 30-90 days.

() 4. 91-180 days

() 5. 181 days to 1 year.

() 6. 1 to 2 years.

() 7. 2 to 4 years.

() 8. 4-10 years

() 9. Over 10 years.

PHYSICAL ACTIVITY REQUIREMENTS:

PRIMARY PHYSICAL REQUIREMENTS:

LIFT up to 10 lbs.: frequently required

LIFT 11 to 25 lbs.: occasionally required

LIFT 26 to 50 lbs.: occasionally required

LIFT over 50 lbs.: seldom required

CARRY up to 10 lbs.: frequently required

CARRY 11 to 25 lbs.: occasionally required

CARRY 26 to 50 lbs.: occasionally required

CARRY over 50 lbs.: seldom required

REACH above shoulder height: seldom required

REACH at shoulder height: frequently required

REACH below shoulder height: frequently required

PUSH/PULL: seldom required

OTHER PHYSICAL CONSIDERATIONS:

Twisting: required

Bending: required

Crawling: not required

Squatting required

Kneeling: required

Crouching: required

Climbing: not required

Balancing: seldom required

WORK SURFACE(S):

Indoors & outdoors