General Camp Counselor Job Description

**JOB TITLE:**
Devil Mountain Summer Camp (DMSC) Counselor

**ACCOUNTABILITY:**
Reports to directly to Devil Mountain Summer Camp Director and reports to Director of Summer Programs as appropriate

**JOB SUMMARY:**
A Summer Camp Counselor is responsible for planning and implementing the summer camp activities in conjunction with their program director and lead teachers as appropriate. The Summer Camp Counselors will oversee a small group of campers, participate in all camp activities, supervise a small group during lunch, and supervise campers during the swim period (in or out of the pool) and on field trips. Counselors will ensure the safety and wellness of all the program participants.

**PROGRAM DATES:**
Overview: June 13 – August 2 – which includes pre-summer planning and training.

**DUTIES AND RESPONSIBILITIES:**
- Participates in staff orientation and training and any staff meetings called as needed
- Identifies and meets campers needs while carrying out camp program
- Follows all camp/campus rules and expectations
- Guides individual campers and groups in participating in all camp activities, including field trips
- Supervises all aspects of the campers’ day
- Supervises extended care and bus arrival and departure as assigned
- Leads activities as assigned
- Supports lead teachers as assigned
- Carries out established roles for supervising campers’ health and safety
- Organizes snacks as appropriate
- Maintains good public relations with camper parents/guardians
- Sets a good example for campers and others including cleanliness, punctuality, sharing clean-up, and sportsmanship
- Models respect of all people regardless of difference of race, sex, age, sexual orientation, religion, physical or mental ability, national origin, ethnicity, or socio-economic status
- Learns the likes/dislikes of campers
- Participates in swimming during open pool time – as requested
- Recognizes and responds to opportunities for problem solving with campers and colleagues
- Provides opportunities for the group so that each individual experiences success during camp
- Provides opportunities for discussion of individual or group problems or concerns as appropriate
- Helps each participant grow in meaningful ways
- Other duties may be assigned as required

**OTHER DUTIES AND RESPONSIBILITIES:**
- CPR / AED TRAINED AND CERTIFIED – must have up-to-date certifications in both cardio pulmonary resuscitation (CPR) and proper operation of a defibrillator (AED).
Athenian Summer Programs Description:
Athenian Summer Programs is a unique combination of academic, athletic, and artistic opportunities for students throughout the East Bay. Our goal is to offer children from elementary school through high school fun, exciting, and meaningful learning experiences. We do this through a wide variety of programs designed to improve skills, enhance learning, and build confidence.

Keeping campers interested in learning during the summer is accomplished through the expertise and enthusiasm of our extraordinary staff. We have developed classes and activities that we know are enriching and rewarding. We are confident families will find our unique campus and summer programs to be a valuable part of the continuing education of their child and remembered long after summer ends.

Working at Athenian Summer Programs:
Every employee in the Summer Programs is an Athenian community member, and as such, embraces the cornerstones of Athenian's philosophy: respect; open, direct communication; honesty; fairness; responsibility; and dedication to the students in their intellectual and personal growth. Additionally, active support for environmental conservation, international understanding, equity, inclusion, and justice is essential. Cultural competence is a goal for all summer staff at Athenian. As a school that from its founding has valued the worth and integrity of each individual, we are particularly interested in candidates with a proven commitment to teaching and working in a diverse, multicultural setting. Athenian Summer Programs strives to attract and retain a staff of the highest caliber. We have a unique community here, filled with many differing opinions, backgrounds, ideologies and experiences. We have students from all over the globe; our families include a mom and a dad, two moms, two dads, single parents, guardians and stepparents. We have many faiths and those who are non-observant. We represent all income levels. What we share is a belief in Athenian’s mission. We ask that all employees take time to read about Athenian’s history and philosophy.

The Athenian School does not discriminate on the basis of race, color, ethnicity, religion, faith, sex, gender or gender expression, age, ability, sexual orientation, familial or marital status. The Athenian School is actively seeking to create a more culturally diverse school community and as such, we encourage people of color and members of the LGBTQI+ community to apply.

This is a seasonal position. All employees are offered a daily prepared lunch. (Breakfast and dinner may also be available when residential programs are on site.) Children of summer employees are welcome to participate free of charge in summer programs for which the children are the appropriate age during the employees’ summer employment work hours. If an employee would like to enroll their child for programs beyond their work hours, he/she can do so at a 50% discounted rate. (This does not include private swim lessons or CITs) Athenian is a smoke-free environment.

Contact Justin Guerra, Director of Summer Programs at jguerra@athenian.org with any questions.