
SUMMER CAMP HEAD COUNSELOR

POSITION DESCRIPTION

WAYZATA COMMUNITY CHURCH

POSITION SUMMARY

HEAD CAMP COUNSELORS provide a positive example of leadership to the Counselors, Counselors-In-Training (CITs), and all people in Camp, that reflects the mission and spirit of the Summer Camp Ministry and the love of God. The essential focus of a Head Camp Counselor is the physical, emotional and spiritual safety of the Counselor team including CITs. Head Camp Counselors engage and support CITs and Counselors throughout all aspects of the Camp Ministry program, including but not limited to daily community wide activities and experiences, cabin groups, and small groups while upholding the Ministry goals of safety, fun, message, affirmation and community.

Key Responsibilities

- Build relationships with the Counselors and CITs, within safe boundaries set by Wayzata Community Church, ensuring the physical, emotional and spiritual needs of each Staff member.
- Encourage the development of the broader community of Camp through engagement, inclusive fun and safe boundaries (as described in Staff Training).
- Responsible for keeping CITs and Counselors spiritually, emotionally and physically safe during each session of camp.
- Responsibility for the oversight of all day-care and overnight care of Campers.
- Work in collaboration Staff Director to ensure that all Counselors and CITs are supported in care of Campers.
- Be disciplined in self-care, display integrity with Staff and Campers, and uphold the WCC Summer Camp system of accountability and personal responsibility.
- Contribute a positive attitude within the Staff that promotes safety, service, love, and compassion for staff, as well as the Campers.
- Empower and equip Counselors and CITs to create and encourage a safe and fun atmosphere in each cabin.
- Offer guidance, a strong example, and constructive feedback and evaluation to the Counselors and CITs.
- Plan and lead daily Counselor Meetings.
- Coordinate afternoon assignments for all Counselors and Staff in coordination with Staff Director.
- Help to mediate any Counselor/Staff conflicts and involve Staff Director as needed.
- Help train Counselors and CITs to lead discussions with Campers in the small group formats, including cabin time and small groups.
- Support and engage all the activities of each Camp session, including devotions, full group games, afternoon options, evening activities, daily worship/messages and meals.
- Help manage the Camp facility, caring for the property, buildings and equipment and encouraging campers to do the same.

- In coordination with the Camp Director/Staff Director engage in ongoing training, counselor development, personal faith formation and, safe and courageous conversations.
- Responsible for all cabin photos.

Additional Requirements and Expectations

- Head Counselors must be able to complete their job with unpredictable sleep, and personal space, personal care time will be given to help compensate.
- Head Counselors must possess the ability to use judgement and set appropriate boundaries with all ages of all campers ranging from incoming 3rd graders (8 years old) through graduated seniors (18 years).
- Head Counselors are responsible at all times to uphold the codes of conduct that span their hiring period, including no use of alcohol, illegal drugs or tobacco.
- Head Counselors must have an ability to handle not only long days, but an intense schedule with 10 sessions of camp (children's sessions, middle school sessions, high school sessions, family camp and staff training periods) within 8 weeks.
- Rest between sessions is just over 24 hours, some of which is spent evaluating the session and preparing for the next.
- Personal time and space (as stated) is extremely limited during sessions, and includes few hours between sessions.
- Head Counselors do not have access to their phones, email or social media during camp sessions.
- Head Counselors must have impeccable discretion with knowing what conversation topics, advice, personal disclosure and humor are emotionally safe and appropriate for each age group.
- Head Counselors must have clear personal boundaries around appropriate behavior, with consistency, stability and self-differentiation.
- Head Counselors must be able to uphold Wayzata Community Church Child Protection Policy, which includes observing and reporting any camper who displays signs of, or discloses information, about physical, sexual or emotional abuse, or concerns for campers who may be experiencing mental health incidences which could result in being a danger to themselves or others.

Essential Job Functions

- Emotional resiliency (handles stressful situations appropriately) and cognitive abilities (mental skills necessary) to carry out job responsibilities in a high paced, social environment
- Ability to establish and maintain appropriate professional relationships
- Ability to be focused each day, with an attitude that is energetic and upbeat.
- Interpersonal skills (skills used to reduce stress, reduce conflict, improve communication, enhance intimacy, increase understanding, and promote joy) to interact effectively with individuals and groups respecting social and cultural diversity and to maintain appropriate boundaries
- Physical endurance to be on one's feet walking, bending, twisting, reaching above head, and carrying items, etc. In other words, being physically active, for 8 continuous hours and have the ability to run or walk fast 1/2 of a mile without stopping
- Ability to read, understand and follow printed instructions in English
- Ability to work in a variety of outside weather conditions – heat, cold, humidity, wind, precipitation, lake water recreation, wooded areas and environmental factors associated with the out of doors

- Ability to work as part of a team
- Willing to live in a camp setting and work irregular hours delivering camp programming in the facility available.
- Attentiveness to details, equipment, and facilities to ensure utilization, proper care, and maintenance guidelines are followed
- Ability to assist campers in an emergency (fire, evacuation, illness, injury, severe weather)
- Ability to observe camper behavior, assess its appropriateness and apply appropriate behavior-management techniques
- Possess visual and auditory ability to identify and respond to environmental and other hazards related to the camp program
- Ability to stand, stoop, kneel, crouch, walk, reach, use hands/fingers (dexterity) and lift up to 40 pounds

Organizational Relationships

- Reports to and evaluated by Staff Director.
- Works closely with Counselors, CITs, Program Team Director and Program Team.

Experience and Education

Required:

- A faith anchored life and willingness to embrace and support the relational ministry model of Wayzata Community Church Summer Camp Ministry.
- Ability to receive feedback from Staff Director and Peers and Camp Director, and self-aware enough to make changes in their behavior and job performance.
- 1 or more years as WCC Summer Camp Counselor, or other camp equivalent.
- Proven leadership experience.
- At least 2-3 year post-high school graduation study or work experience.
- Enjoys working with children and students

Preferred:

- Small group training and leadership experience.
- Proven experience working with youth and/or children.
- 2 or more years as WCC Summer Camp Counselor, or other camp equivalent.