



Girl Scout Council of the Southern Appalachians, Inc.  
1567 Downtown West Blvd., Knoxville, TN 37919  
800-474-1912 • Fax 865-689-9835  
www.girlscoutcsa.org

## GSCSA Summer Camp Job Description

**Job Title:** Camp Counselor

**Classification:** Exempt

*Girl Scouting builds girls of courage, confidence and character, who make the world a better place. Here at GSCSA, we each consistently follow the Girl Scout Law and Girl Scout Promise in our daily lives. We thrive in a fast-paced and changing environment.*

### **Position Purpose**

Counselors are the primary caregivers for each camper. The Counselor is responsible for planning, teaching, coordinating, and carrying out activities and guiding campers in their personal growth and daily living skills. Campers are rising 1st-12th graders.

### **Essential Job Functions**

1. Assist in the direction, supervision, and organization of campers in their living unit, within activities and throughout the camp in order to meet the intended camper outcomes.
  - a. Apply basic youth development principles in working with campers through communication, relationship development, respect for diversity, involvement, and empowerment of youth.
  - b. Assure campers are properly supervised at all times.
  - c. Be aware of and implement safety guidelines.
2. Participate in the development and implementation of program activities for campers within the mission and outcomes.
  - a. Responsible for leading and assisting with the teaching of activities.
  - b. Actively participate in all program areas as assigned.
  - c. Provide for the progression of activities within the framework of individual and group interests and abilities.
  - d. Assist in program areas such as waterfront, nature, hiking, all camp activities, and arts and crafts as directed.
3. Maintain high standards of health and safety in all activities for campers and staff.
  - a. Provide the daily care of each camper within supervision including recognition of personal health needs.
  - b. Ensure that campers receive their medications as directed by health care manager.
  - c. Be alert to campers and staff needs and assist them with personal and/or health problems, and discuss with camp health manager and/or resident camp director when appropriate.

- d. Be alert to equipment and facilities to ensure utilization, proper care, and maintenance is adhered to; report repairs needed promptly to camp director.
4. Be a role model to campers and staff in attitude and behavior.
  - a. Follow and uphold all safety and security rules and procedures.
  - b. Set a good example to campers and others in regard to general camp procedures and practices including sanitation, schedule, and sportsmanship.

#### **Other Job Duties**

- Contribute to verbal and written evaluations and communication as requested.
- Participate enthusiastically in all camp activities, planning, and leading those as assigned.
- Participate as a member of the camp staff team to deliver and supervise mealtime programs, evening programs, special events, overnights, and other all-camp activities and camp functions.
- Assist in the planning and/or execution of any special events.
- Mentor Junior Counselors and campers in Counselor-in-Training program, as assigned.

#### **Equipment Used**

Counselors may be asked to use fire protection equipment, washers and dryers, dishwashers, and specialty program equipment.

#### **Qualifications (Minimum Education and Experience)**

- Must be at least 18 years of age.
- Must be able to obtain or become certified in First Aid/CPR (provided at Staff Training if needed).
- Ability to interact with all age levels.
- Must be female because of sleeping unit assignment. Males may apply and note Day Counselor position on application.
- Counselors choose one or more areas of specialty (archery, tower, lifeguarding with waterfront module or American Red Cross basic water safety) for working at Camp Tanasi. All training is provided.

#### **Knowledge, Skills, and Abilities**

- Understand the development needs of youth.
- Ability to relate to youth and adults in a positive manner.
- Demonstrate knowledge and skill in program areas designated camp program areas.
- Actively participate in all required training for the position.

#### **Physical Aspects of the Job**

- Ability to communicate and work with groups participating (age and skill levels) and provide necessary instruction to campers and staff.
- Ability to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques.

- Ability to observe staff behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate management techniques.
- Visual and auditory ability to identify and respond to environmental and other hazards related to the activity.
- Physical ability to respond appropriately to situations requiring first aid. Must be able to assist campers in an emergency (fire, evacuation, illness, or injury) and possess strength and endurance required to maintain constant supervision of campers.
- Some physical requirements of this position could be endurance including prolonged standing, some bending, stooping, walking long distances, hiking, climbing, and stretching; requires eye-hand coordination and manual dexterity to manipulate outdoor equipment and camp activities; requires normal range of hearing and eyesight to record, prepare, and communicate appropriate camper activities/programs and the ability to lift up to 50 lbs; willing to live in a camp setting and work irregular hours with limited or simple equipment and facilities; and with daily exposure to the sun, heat, and animals such as bugs, snakes, bats, etc.

**Salary:** \$400 base pay per week plus additional salary per week for activity certification (s) and/or additional years as Camp Tanasi staff. Certification training is available. Additional supplemental pay is available for Counselor-In-Training staff, activity lead positions, supervisor positions, and unit leaders. Drug Testing is required.

Room and board is included.

**Additional Lead Roles:**

Camp Counselors may also apply to be aquatics or tower supervisor in addition to camp counselors and require applicants to be 21 years of age or older, with a variety of experience for some positions. These positions supervise assigned areas during the day at Camp Tanasi by providing leadership to ensure safe and fun experience for the campers and staff.