



Girl Scout Council of the Southern  
Appalachians, Inc.  
1567 Downtown West Blvd.,  
Knoxville, TN 37919  
800-474-1912 [www.girlscoutcsa.org](http://www.girlscoutcsa.org)

## GSCSA Job Description

**Job Title:** Camp Wildwood Staff Counselor

**Classification:** Non-Exempt Hourly

*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

Camp counselors are caregivers for each day camper. The Staff Counselor is responsible for teaching, implementing, carrying out activities, and guiding campers in their personal growth daily. Day campers are rising Kindergarten through 5th grade,

### Essential Job Duties

1. Assist in the direction, supervision, and organization of day campers at Camp Wildwood, within activities and throughout the camp in order to meet the intended camper outcomes.
  - Apply basic youth development principles in working with campers through communication, relationship development, respect for diversity, involvement, and empowerment of youth.
  - Assure campers are properly supervised during the day.
  - Be aware of and implement safety guidelines.
2. Participate in the development and implementation of program activities for campers within the mission and outcomes of Girl Scouting.
  - Responsible for leading and assisting with the teaching of activities.
  - Actively participate in all program areas as assigned.
  - Provide for the progression of activities within the framework of individual and group interests and abilities.
  - Assist in program areas such as 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 other staff.
  - Provide the daily care of each camper within supervision including recognition of

- personal health needs.
  - Be alert to campers and staff needs and assist them with personal and/or health problems, and discuss with camp director when appropriate.
  - Be alert to status of equipment and facilities to ensure utilization, proper care, and maintenance is adhered to,
4. Be a role model to campers and staff in attitude and behavior.
- Follow and uphold all safety and security rules and procedures.
  - Set a good example to campers and others regarding 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..
- Assist in the planning and/or execution of any special events.

### **Equipment Used**

Counselors may be asked to use fire protection equipment and specialty program equipment.

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

- Must be 18 years of age by start of camp.
- Must be able to obtain or become certified in First Aid/CPR (provided at paid Staff Training if needed).
- Ability to interact with all age levels.

### **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, 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; 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.

Background Check/Drug Test required/E-Verify