

Head Counselor

Purpose:

To provide leadership and supervision to assigned campers, and to act as a supervisor to counseling staff.

Responsible to:

Director of Tapawingo, Assistant Director

Responsibilities:

1. At times, will also function as counselor to campers (see counselor information).
2. Provide leadership & guidance for campers and counselors in following areas:
 - a. Camp rules, policies and traditions
 - b. Camp activities
 - c. Spiritual life
 - d. Health and safety
 - e. Cabin and area cleaning procedures
 - f. Goal setting
3. Make any necessary reports to Director and Health Director regarding:
 - a. Abuse of health
 - b. Suspicions of child abuse
 - c. Mental or emotional problems
4. Lead and organize team-building activities for counseling staff.
5. Serve as observer for waterfront when scheduled.
6. Direct activity periods as scheduled.
7. Assist in planning, developing and implementing counselor Bible studies/discussion groups.
8. Review, agree and assist in attaining camper goals.
9. Create atmosphere of creativity, joy and fun for camp.
10. Attend meetings with Director regarding performance, morale, spiritual growth, ability, professionalism, responsibility and overall maturity of counseling staff.
11. Maintain accountability with counseling staff and alert Director of any issues that cannot be quickly resolved.
12. Assist in communication with parent/guardian of campers as directed by Director.
13. Assist in developing staff unity, including one-on-one performance review meetings with counselors.

14. Generate counselor reports/evaluations as needed and as directed by Director.
15. Agree, comply with and promote all policies, rules, standards and directives as outlined in staff guidelines.
16. Perform support staff duties as outlined in Staff Guidelines as needed.
17. Complete appropriate Audit and NYSDOH paperwork as it pertains to this position and as assigned by the Director of Tapawingo.
18. Lead a weekly Counseling Staff meeting.
19. Attend a weekly Administrative Staff meeting.

Qualifications:

1. 21 years of age or completed one year of college.
2. A Christian in agreement with the Camp's Statement of Faith.
3. Love for children and desire to grow, learn, and lead.
4. Understanding and agreement of aims and philosophy of camp.

Physical Requirements:

Please see Counselors' 'Physical Requirements'