



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

McGaw YMCA In Evanston Camp Echo Job Description

TITLE: Explorers Counselor
REPORTS TO: On-Site Teen Director
SUPERVISES: None

SPECIFIC DUTIES

- Responsible for the direction, leadership, safety, and well-being of 12-14 campers living in Outpost.
- As an experienced counselor, follows all suggestions and guidelines in the Senior Counselor job description.
- Meets with the Operations Manager at the start of each session to plan the dinner menu for the session.
- Coordinates necessary daily food needs with the Operations Manager.
- Works in Campativity areas for the morning while Explorers are in Campativities.
- Together with the other Explorers Counselors ...
 - Plans more challenging cabin group activities for the afternoon.
 - Plans dinners and appropriate "Explorer Only" evening programs for Explorers.
 - Takes the Explorers on a canoe trip around the lake sometime during the session.
 - Takes the Explorers on a hike around the property line sometime during the session.
- Works with the other Teen Camp Staff to plan "all teen" evening programs and gatherings.
- Abides by all Michigan State health and sanitation regulations regarding living quarters and meals.
- Works with the Experiential Learning Coordinator to facilitate appropriate group-building exercises.
- Works with the On-Site Teen Director to schedule time in Main Camp activity areas for Cabin Group time.
- At the end of each session, submits parent letters to the On-Site Teen Director.
- Consults with the Property Manager on site development issues.
- Reports maintenance needs to the Property Manager.
- Responsible for updating and improving the program notebook on the Explorers Program.

ADDITIONAL DUTIES

- Maintains the cleanliness of the living space to which he or she is assigned.
- Attends vehicle safety sessions with the Property Manager prior to driving any camp vehicle, if 21 or older.
- Shares, with other Teen Camp Staff, the job of picking up and dropping off of rented vans, if 21 or older.
- Serves as a mentor to younger staff in general; specific assignments may also be made by your supervisors.
- Models, teaches, and upholds the Camp Echo Code of Conduct and protects the well-being of all campers.
- Cares for and maintains equipment, supplies and property of camp
- Maintains positive relationships with campers, parents and other staff
- Encourages physical, emotional and spiritual growth and positive character development in all campers
- Works to increase his or her own cultural competence and helps to create an environment that values diversity
- Prepared to do anything else deemed necessary by the Camp Director.

QUALIFICATIONS

- Age 20 or older
- Certified in CPR, First Aid, and Lifeguard; Wilderness First Aid or higher preferred
- Valid drivers license and clean driving record if 21 or older
- Experience with campers in a wilderness setting or on camping trips
- Leadership ability and teamwork oriented
- Possess a variety of skills and camping experience
- A commitment to working with a diverse staff and camper population for the fulfillment of YMCA goals