

Black Rock Summer Camp

Job Description

Position: Day Camp Unit Leader

Responsible To: Day Camp Director

Oversees: Campers, Day Camp Counselors

General Qualifications:

1. Has a personal relationship with Jesus Christ and shows evidence of an active growing faith.
2. Demonstrates a genuine love for working with youth 7-17 years of age.
3. Desires to serve the Lord by teaching youth more about our Creator.
4. Is able to provide campers with a model of Christ-centered living.
5. Exhibits servant-oriented leadership in heart, attitude, and behavior (Phil. 2:5-8).
6. Is willing to be accountable to others, being guided by regulations established for daily work, group living, and personal conduct.
7. Exhibits spiritual and emotional maturity.
8. Possesses good health and the willingness to work hard.
9. Is in agreement with Black Rock's philosophy and policies and desires to serve the Lord by following our motto, "To Know Christ and Make Him Known."

General Qualifications:

1. Is able to supervise and provide leadership to a group of youth ages 7-17.
2. Is an active listener, able to be responsible for the emotional and spiritual needs of youth.
3. Preferably a college graduate and minimum of 21 years of age.

General Responsibilities:

1. Assume responsibility for the overall supervision and well-being of your group of campers.
2. Do all that is possible to meet the spiritual, emotional, mental, physical, and social needs of your campers.
3. Encourage a spirit of enthusiasm, participation, responsibility, helpfulness, and camp loyalty in your cabin.
4. Be active, enthusiastic, optimistic, safety-minded, available, concerned, and zealous in your role as an advisor, guide, mentor, and counselor to each camper and as a support to the other staff.
5. Demonstrate love, openness, cooperation, Christ-like relationship building, and a positive attitude with all staff.
6. Work cooperatively, supportively, and loyally with the other Day Camp Counselors, the Blast Day Camp Director, supporting the philosophy of the camp and program emphasized during each week.
7. Set an example to campers by respecting your authorities and by abiding by all the rules and policies set forth.

8. Be fair and equal to all campers; allow no exceptions to any campers from camp policies without approval from the Summer Day Camp Director or Men's & Women's Unit Leaders.
9. Assist the Summer Camp program as needed.

Specific Responsibilities:

1. Know and uphold the standards and boundaries laid out in the Child Protection Policy.
2. Serve as Director on Duty when the Blast Day Camp Director is not available or not working. These responsibilities may include:
 - Being the primary contact for parents, including making parent phone calls as needed
 - Oversight of all campers and Blast Day Camp Team members
 - Addressing behavioral and disciplinary issues along with Men's/Women's Unit Leaders
 - Working with the Black Rock Retreat Program Team
 - Making program decisions
3. Along with the Day Camp Director, oversee the daily Day Camp program including planning, activities, before and after care, meals, swimming, etc.
4. Participate in Registration each Monday morning by welcoming and greeting campers and their parents; assist them in any way possible as you help them get settled in.
5. Assist in the daily sign-in and sign-out process of campers.
6. Know the names of each camper in your group and work towards the goal of establishing a relationship with them.
7. Spend as much time as possible each week to counsel each of your campers one-on-one to find out where they are at spiritually. Be ready and approachable at all times to assist your campers with any spiritual needs or problems that may arise.
8. Participate in all necessary weekly meetings and complete all paperwork before leaving the grounds.
9. Tactfully, but sincerely enforce camp rules and help the campers to understand why certain rules are enforced.
10. Refer abnormal discipline or counseling problems to the Day Camp Director.
11. Encourage all campers to participate in all activities, through your example.
12. Foster camper responsibility and supervision of an effective clean-up at the end of each day.
13. Along with the other counselors, prepare for and lead your campers in a daily interactive devotional time.
14. Assist in planning and leading activities and classes as specified by the schedule.
15. Set an example of promptness; be on time to all meals, activities, and staff meetings.
16. Sit with and supervise your campers during meals.
17. Assist the program staff with classes and the Summer Day Camp Director with all-camp activities.
18. Supervise and interact with campers during free-times such as playground time and afternoon swim times.
19. Serve as a runner to take campers to the Health Care Manager or to the office to wait for a ride when departing early and being picked up by parents, etc.
20. Be able and willing to assist in other areas of camp as needed.