

Position Description

Job Title: **Camp Zephyr Junior Counselor**
Reports to: **Camp Zephyr Directors**
Hours: **Temporary/Seasonal Hours**

Camp Zephyr runs from June 7, 2025 - August 15, 2025, with full-time and part-time shifts available between 7:15a.m.- 5:30 p.m. Monday-Friday.

Job Summary: The Junior Counselor is responsible for working with the Camp Zephyr Directors and Counselors to provide camp participants between the ages of 3-12 with a fun and educational experience in a safe environment. The Junior Camp Counselor will perform a variety of tasks in a summer camp setting including recreation activities, arts and crafts, sports, games, outdoor activities and offsite field trips.

Duties and Responsibilities:

- Assists with daily attendance of campers
- Assists the Counselors and Directors on implementing weekly and daily planned activities with the campers
- Set up and maintain equipment or supplies for activities
- Attends and supervises children during offsite field trips
- Supervise and help campers during meals
- Assists in providing first aid for incidences that may occur during the program
- Maintains order and cleanliness of all spaces used
- Creates a safe and happy environment for the students and parents
- Monitors campers to ensure compliance with camp rules and prevent accidents
- Interact with parents in a professional and polite manner
- Participate in staff training and meetings
- Maintains an accurate timecard for payroll
- Reports discipline concerns to Counselors or Directors
- Reports camper/parent complaints to leadership
- Performs other related duties as assigned

Qualifications:

- Must be at least 14 years of age, if under 16 must obtain a work permit
- Energetic, positive, motivates through example, patient and reliable
- Able to work with children of different age levels.
- Demonstrates and models a Catholic faith commitment to children
- Possess good communication skills
- Maintains confidentiality about campers' information
- Works openly, creatively, and cooperatively with other staff
- Remains calm under pressure, never displaying unjust anger or animosity
- Submission to legal background check
- Certification in CPR and First aid preferred, or willing to complete necessary training

I accept the above responsibilities and by signature indicate my willingness to enthusiastically participate in the implementation of the faith community. I can perform the above duties with or without reasonable accommodation.

Signature: _____