



## Position Description

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

**Camp Zephyr runs from June 8, 2026 - August 14, 2026, with full-time and part-time shifts available between 7:15a.m.- 5:30 p.m. Monday-Friday.**

**Job Summary:** The Camp Counselor is responsible for working with the Camp Zephyr Director to provide camp participants between the ages of 3-12 with a fun and educational experience in a safe environment. The 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
- Execute weekly and daily planned activities for the campers
- Lead and support campers as they participate in age-appropriate activities.
- Facilitate and encourage participation in camp activities
- Instruct campers in daily routines
- Set up and maintain equipment or supplies for activities
- Attends and supervises children during offsite field trips
- Supervise and help campers during meals
- Provides first aid for incidences that may occur during the program
- Supervises the campers and provide discipline when necessary
- 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 camper/parent complaints to leadership
- Performs other related duties as assigned

### **Qualifications:**

- Must be at least 17 years of age
- Energetic, positive, motivates through example, patient and reliable
- Previous experience as a camp counselor, teacher, childcare, or related field is preferred
- 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, completion of Virtus training and agreement with the Pastoral Code of Conduct
- 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: \_\_\_\_\_