

2007 Sauk & Columbia Camp Counselors Job Descriptions

Cabin Counselor:

- Responsible for approximately 8-10 younger youth
- Plan cabin time activities, get to know you games, cabin decorations, and waiting in line activities
- Walk all campers to daily activities and participate in the activities when appropriate
- Supervise campers in cabins, at night, and at meal times
- Possibly mentor and supervise a counselor-in-training that would assist you with your cabin of campers
- Work with other cabin counselors to plan one all camp activity and one campfire
- Assist with camp check-in, welcome, orientation, clean-up and check out procedures
- Participate in the camp planning session prior to camp
- Cooperate with Cabin Counselor Jr. Director, Upham Woods staff, 4-H Agents, and volunteer adult leaders

Resource Counselor:

- Plan and teach appropriate activities for your resource area (nature, crafts, waterfront, or recreation). There will probably be two resource counselors for each activity area.
- Supervise campers while they are participating in your activity area and during all camp programs and meals
- Work with other resource counselors to plan two all camp activities and one campfire
- Assist with camp check-in, welcome, orientation, clean-up and check out procedures
- Participate in the camp planning session prior to camp
- Stay in cabins with cabin counselors, campers, and adults at night
- Cooperate with Resource Counselor Jr. Director, Upham Woods staff, 4-H Agents, and volunteer adult leaders

Adventure Camp Counselor

- Adventure Camp will be held at Devil's Lake State Park starting on Wednesday, June 20th and will end at Upham Woods on Saturday, June 23rd. It is for youth in 6th-8th grades
- Assist adult leaders with all aspects of this camp
- Supervise campers during activity and meal times
- Assist with cooking meals
- Activities will include: swimming, canoeing, rock climbing, hiking, campfires, group games, teambuilding, night hikes, environmental education activities, etc.
- Implement theme based programming ideas
- Participate in the camp planning session prior to camp
- Assist in the safety and health needs and concerns of campers
- Cooperate with Adventure camp adults, Upham Woods staff, and 4-H Agents

Jr. Directors (Cabin Counselor & Resource Counselor)

- If qualified youth apply, two applicants will be selected to serve as this year's Jr. Directors.
- One youth leader will be responsible for overseeing and supervising the cabin counselors and one youth leader will be responsible for overseeing and supervising the resource counselors
- Assist in the safety and health needs and concerns of staff and campers
- Work with Karen & Jessica (4-H Agents) to plan camp planning day
- Participate and assist in the training and teaching of camp staff
- Facilitate appropriate counselor group in program planning activities with specific attention to all camp and campfire programs
- Plan and present the camp opening & closing programs
- Design and make camp nametags
- Responsible for flag ceremonies at camp
- Responsible for meal time program announcements
- Assist 4-H Agents in judging cabin awards
- Stay in cabins with cabin counselors, campers, and adults at night
- Cooperate with Upham Woods staff, 4-H Agents, and volunteer adult leaders
- Prior experience as a camp counselor is highly recommended for these positions