



Job Title: Seasonal Program Counselor: Arts
Department: Program
Reports to: Resident Camp Director

Job Summary

The Seasonal Program Counselor: Arts is responsible for planning, directing, and supervising the Art & Crafts program of the camp. The Program Counselor: Arts will provide a safe, fun, and nurturing environment for campers to express their creativity, and will have a positive attitude toward the program, and camp in general. Resident camp employment is seasonal, with dates of employment approximately May – August.

Essential Duties and Responsibilities

1. Follow established procedures for supervising camper health and enforcing all safety regulations.
2. Assume responsibility for health and safety of campers and staff.
3. Maintain positive relations with families, visitors, and the public at all times.
4. Follow all camp rules and regulations and enforce them among staff.
5. Actively participate in staff training and meetings.
6. Work cooperatively with unit, program, and administrative staff to provide an enjoyable environment for all campers.
7. Provide opportunities so that each camper will have a positive camping experience.
8. Participate and instruct campers in emergency procedures.
9. Assist each camper and staff member in meeting personal goals and those established by the camp for camper and staff development
10. Respond to and provide opportunities for discussion of individual or group problems or concerns.
11. Guide activities and experiences through use of girl planning and Girl Scout Program.
12. Teach and assist in activity areas assigned and participate in all other assigned events.
13. Teach and monitor proper use of equipment and facilities.
14. Develop and operate a meaningful Art & Crafts Program geared to the ages, interests, and abilities of the campers.
15. Conduct an initial pre-camp inventory in your program area and store equipment for safety.
16. Conduct a daily check of program area and equipment for safety, cleanliness, and good repair.
17. Teach and assist in program sessions.
18. Clean, store, and pack away all materials and supplies at the end of the camp season.
19. During staff training, instruct staff of their responsibilities to you in your activity area.
20. At the end of the camp season, prepare an evaluation and summary of current camp season including inventories and recommendations for the following camp season.
21. Submit all required paperwork on time.
22. Other duties as assigned or required.

Minimum Qualifications

1. Willing to become a registered Girl Scout member and be at least 18 years old before the start of the camp season.
2. Either have current First Aid and CPR certifications or obtain during staff training.
3. Extensive knowledge of Arts & Crafts program.
4. Ability to model behavior consistent with the Girl Scout Mission, Promise, and Law.

5. Sound judgment and problem-solving skills for dealing with daily issues in a variety of situations.
6. Ability to work effectively with people from diverse backgrounds.
7. Patience to deal with 5 or more people at the same time.
8. Ability to lift and move equipment weighing approximately 25 pounds.
9. Ability to endure occasional exposure to sun, heat, and animals such as bugs, snakes, bats, etc.
10. Physically able to move about the camp property in various environmental conditions.
11. Ability to speak distinctly to communicate with members and staff on the phone or in person.
12. Desire and ability to work with and relate to children and one's peers.
13. Willingness to accept supervision and guidance.
14. Act as a team player with the desire to do whatever is necessary to make the total camp program successful.
15. Ability to live in an assigned area with staff for the duration of the camp season.
16. This position is a Safety Sensitive position.