

JOB DESCRIPTION

VANDAL KIDS CAMP COUNSELOR

Vandal Kids Camp Counselor- Recreation and Well-being

Vandal Kids Camp Counselors will be responsible for the daily operation of the Kids Camp for Recreation and Well-being. Counselors will be responsible for an assigned group of children ages ranging between 6-11. Counselors will help plan, organize, implement, and lead age-appropriate activities. Activities generally include arts and crafts, sports, nature, games, and elements of education. Duties include working shifts that are scheduled, checking in and out camp participants, supervising children, overseeing transitions to and from scheduled events and lessons, participating in group exercises, and helping facilitate activities throughout the day. Camp counselors will also be responsible for ensuring the safety and well-being of campers. The ideal candidate would be an excellent multitasker with a genuine passion for working with young individuals. Applicants should be patient, self-motivated, and confident in their abilities to assist and lead campers through each week.

Responsibilities and Duties:

Job Duty Function: Oversee daily operation of Vandal Kids Camp

Job duties/responsibilities:

- Checking in and out camp participants
- Communicating rules to camp participants
- Ensuring participant safety during camp events and activities
- Maintaining we have all the necessary paperwork for each participant
- Enforcing Vandal Kids Camp policies and procedures
- Utilize appropriate behavior management techniques
- Contribute to team environment through performing other duties as assigned
- Provide first aid when needed
- Attend all mandatory trainings and meetings

Job Duty Function: Provide excellent customer service

Job duties/ responsibilities:

- Maintaining a friendly and approachable manner
- Respond to program inquiries, answering questions, phone calls, and emails
- Maintaining a professional demeanor at all times
- Arriving on time and prepared for all shifts
- Interact with parents in a professional and polite manner

Job Duty Function: Assisting in camp events, activities, and trips

- Execute planning and logistics for assigned trips

- Transport participants safely to and from events, activities, and trips
- Adhere to guidelines in policies and procedures outlined by the Vandal Kids Camp Manual
- Assist with offsite activities
- Help execute activities taught by subject experts
- Facilitate and encourage participation in camp activities

Position Qualifications	Willingness to work mornings, days, and early evenings Must work up to 35-40 hours each week scheduled. Abide by the University of Idaho Student Code of Conduct
Minimum qualifications	Due to the nature of this position you must be 21 years of age to apply. Must have an excellent driving record. Ability to clearly communicate in writing and verbally. Experience in providing excellent customer service. Must have the ability to multitask. Excellent conflict resolution skills.
Preferred qualifications	Previous background as a camp counselor CPR/First Aid/AED certified. Demonstrated ability to work as part of a team and cooperate with others. Exceptional attention to detail. Demonstrated reliability/ dependability through work history, school, or references.
Physical Requirements and working conditions	Physical ability to bend, stoop, lift and/ or otherwise move items weighing up to 50 pounds. Standing for long periods of time. Physical ability to move around and within equipment and facilities including squatting, kneeling, and climbing.

SALARY AND BENEFITS:

The salary will be determined on the basis of the SRC IH hourly pay schedule and based on experience and level of responsibility.