



CAMP MENESETUNG

Overnight Camp | Day Camp | Outdoor Ed. | Retreats

Job Description: Counsellor In Training (C.I.T.)

Full-Time: Living on-site Sunday (12pm) -Friday (following closing approx. 8pm) position from July 2nd to August 26th 2023 - with options for a shorter work term. A member of the staff development program. **Salary:** volunteer position with honorarium, possibility for high school co-op credits, volunteer hours & extra training. Room and board is included.

Job Purpose and Reporting Structure

All Counsellors In Training (CITs) are responsible for: Being open to developing their leadership skills, engaging, keeping safe, and meeting the needs of the campers in their care. CITs are paired with Frontline staff (primarily) at MeneSetung to collaboratively inspire their campers. Being a CIT is about being an amazing positive role model who knows how to have fun, how to listen, and how to help. As a CIT you should never find yourself in a solo cabin-counsellor or program lead role. CITs have the opportunity to change the lives of their campers. This position reports to the Leadership Training Coordinator, Camp Director, and Executive Director.

Essential Duties and Responsibilities

To your Camper

- Be there for you campers. Be their guide, be their role model, be their helper.
- Create opportunities for fun, learning, growth, and an amazing camp experience!
- Spark the imagination of your campers.
- Assist in a cabin chat at the beginning of each week to clearly communicate behaviour expectations with campers and how to access help when needed
- Ensure that all campers are kept safe, physically and emotionally, for the duration of all camp activities; including reporting health & safety hazards. (For a CIT one of the ways you might do this is telling the frontline staff you are working with about your concerns rather than intervening yourself)
- Ensure that campers feel safe by creating an environment in your cabin where authentic self expression (being 100% who they are) is encouraged and celebrated
- Know the exact location of all campers in your care at any given time throughout the week – ensuring continual active supervision (this does not necessarily mean you have to be doing the supervising but you need to know who is and for how long), including sleeping in-cabin with campers.
- Keep campers safe from the sun and insects by modeling and ensuring sun safe clothing is worn.

To all Fellow Staff

- Communicate! Communicate your learning needs, where you'll be, if you're having a rough time and need support, if you are having a great time and can be a support etc.
- Maintain a friendly, patient, and helpful relationship with your paired Frontline staff



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who will support you throughout your experience.

- Actively participate in everything you can, including Morning Optionals, Flag, Evening Programs etc. by assisting wherever you can, and encouraging campers.
- Follow camp-wide rules and enforce these rules when necessary with campers.
- Be punctual when arriving and departing from all camp activities.
- Actively volunteer to complete jobs or tasks that have not been done.
- Take care of yourself and seek support! We need you at your best, it is your responsibility to take care of yourself and seek out support from the team.
- Seek out ways in which you can support a fellow staff. If you find yourself with a free moment, think 'Do my fellow staff members need extra help supervising campers? Setting up? Cleaning up?' Etc.
- Respect your fellow staff, ensure that any issues, violence, or harassment amongst staff are deescalated (within your capacity) and reported immediately to the Camp Director.
- Work together to create the best possible experience for our campers.

To Your Learning

- Participate actively in weekly one on one check-ins and goal setting with the Leadership Training Coordinator: come with observations, reflections, questions and goals
- Set weekly goals for learning and improving your skills
- Participate actively in a weekly debrief/training session with the other CITs
- Participate actively in a midsummer self-evaluation
- Seek out learning opportunities by noticing areas of opportunity and asking for support
- Seek out learning opportunities that interest you and will contribute to your dreams for your Camp experience (ie. if you want to be a Program Coordinator communicate that desire and seek out ways to get involved with programming)

To Camp MeneSetung

- Uphold the Camp mission at all times but especially when making decisions: "To lead the way in creating inclusive, healthy, and sustainable community through the Spirit of outdoor adventure."
- Understand and follow all camp policies, protocols, and procedures outlined in the Staff Manual.
- Uphold the Camp mission at all times but especially when making decisions: "To lead the way in creating inclusive, healthy, and sustainable community through the Spirit of outdoor adventure."
- Promptly communicate all health & safety concerns, accidents, injuries, and illnesses to the Health Care Provider.
- Ensure activities and cabin talk reflects the overall Christian atmosphere of the Camp.



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- Escalate concerns regarding program effectiveness, camper issues, staff members, bullying, violence or harassment between campers, or any relevant concerns to the Leadership Team.
- Keep track of all supplies and inform the Leadership Team of any losses, damages, or shortages.
- Show enthusiasm and excitement for camp with all those visiting the site especially caregivers who are dropping off or picking-up their campers for a week of camp
- Ensure prompt arrival at scheduled times. Giving as much notice as possible to the Camp Director if scheduled attendance is impossible for legitimate reasons.
- Communicate all unavailability in writing a minimum of 2 weeks before campers arrive.
- Conduct yourself as a professional representative of Menešetung to all campers, caregivers, teachers, etc. always, including when not actively working, and on social media platforms.
- Performs all other duties designated by the Camp Director, or Executive Director.



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