

Cabin Leader

Job Description



Please note that Cabin Leaders will be selected at the end of staff training. Applicants wishing to be Cabin Leaders must demonstrate qualifications and capabilities that are required of a Cabin Leader.

Qualifications:

- 18 years of age minimum.
- Two years of college or related experience in the organized children's program field.
- Understanding of youth and ability to teach, observe and respond to campers and staff.
- Knowledge of planning, organizational skills and interest in a variety of camp activities.
- Respect for nature, ecology, and conservation.
- Be enthusiastic, honest, mature and responsible.
- Able to lead staff and campers, follow instructions and rules.
- Ability to supervise counselors, CIT's and/or junior counselors in your cabin.
- Ability to demonstrate responsibility and accountability for your job performance.
- Able to be a role model for staff/campers, leading by example and enforcing rules.
- Ability to take responsibility for camp equipment in your care.
- Be capable of taking responsibility for the appearance and cleanliness of your cabin.
- Ability to schedule breaks.
- Must be able to focus on job duties.
- Must be able to contribute to the peace and harmony of the camp community by caring for the well-being of campers, staff and yourself.
- Must have an attitude of a team player and work well with others.
- Must pass a background check.

Responsibilities:

- Provide leadership and guidance to campers and staff in the camp.
- Participate in program meetings and planning camp activities.
- Be the leader of your cabin and see that all rules and regulations are followed.
- Organize camp living in the cabin with campers and staff.
- Supervise staff in the cabin and schedule breaks.
- Maintain health and safety of the campers, coordinate with other cabins, teach outdoor and recreation skills.
- Report injuries and accidents to Health Supervisor and/or Camp Directors.
- Participate in all camp activities and staff meetings.
- Take care of yourself, drink plenty of water, get adequate sleep and practice good hygiene.
- Make sure cabin is clean, equipment is taken care of and schedule staff breaks.
- Get cabin to activities, flag and meals on time.
- Ask for help when you need it.
- Other duties as assigned by directors.

Responsible to:

- Camp Directors and Ad-Staff

Please see next page

Camp Oliver information

Camp Oliver is owned by the Sisters of Social Service and run by an all-volunteer Board of Directors. We are a non-profit, non-denominational camp that hosts up to 72 co-ed campers in ages ranging from 6 to 13. We have 6 cabins that will sleep up to 12 campers of the same gender with 3 to 4 staff in the same cabin but with private quarters. Sessions run from Sundays to Fridays and a typical season is 5-6 weeks. Camp Oliver hosts children that come from all backgrounds of religions, ethnicity, financial and family situations. Most of our campers would be considered "At Risk" youth from the inner city. We feel that these special children greatly benefit from an outdoor experience in a safe and caring natural environment where they can connect with their peers and counselors through educational and fun activities. We have a policy that no camper will be turned away regardless of their ability to pay the camp fee, as such we have many campers that come to camp on financial aid known as "camperships". Our camp offers traditional camp activities which include swimming, hiking, archery, low elements course, basketball, arts and crafts, dance classes, nature studies and camp fires with s'mores. We have sleeping under the stars and show an outdoor movie that evening, everyone has a wonderful time. Camp Oliver has a long tradition, over 60 years, of being a special place where children come together and make memories that last a lifetime.

I have read and understand the above job descriptions. I agree to complete my duties as a seasonal employee to the best of my abilities. I agree to follow all camp rules and policies. If I break any camp rules or regulations I agree to speak to a camp Director and will comply with the consequences of my actions. I also agree to let the Ad-Staff of Camp Oliver know of any problems or concerns I have regarding my own job performance and/or well-being as well as that of my campers and other staff.

Signed _____

Date _____