



Head Counselor/Program Director

Position:

The Head Counselor/Program Director has primary accountability for the performance of the Counselors under their supervision. They are to facilitate spiritual growth among the Counselors and provide guidance on difficult camper issues. All this is to be done within the framework of Moose River Outpost policy, procedures, program, budget, and specific resolutions, with the guidance of the Camp Director. The Head Counselor/Program Director supervises and directs many of the activities of a Christ-centered program of camping of the highest possible standard. In the absence of the Director, the Head Counselor is to be the eyes, ears, and voice of all camp leadership.

Reports to:

Camp Director

Qualifications:

Must be 18 years or older.

LGT, CPR and SFA certifications preferred.

Camping and counseling experience preferred.

General Responsibilities:

Help design and execute the camp program, to include All Camp Program, evening activities and special programs.

Work with the other Head Counselor to coordinate and develop programs and coordinate use of facilities.

Guide Counselors in respective units.

Coordinate and prepare Cabin Night Activities.

Assist Camp Director with other duties as assigned.

Facilitate daily activity sign-ups.

Meet with Director regularly.

Attend morning staff meetings.

Meet weekly one-on-one with each Counselor to receive input on camp concerns, encourage personal growth and facilitate increasingly stronger job performance.

Specific Responsibilities:

Assist with camper arrival and parent welcome on Incoming Day.

Help with cabin devotions and Bible Studies.

Plan rainy day programs in advance.

Organize and lead morning games, evening meetings and activities.

Schedule the night patrol for your unit, when applicable.

Before leaving camp at any time, be sure to check out at the office.

Check on campers lingering around outside of the cabins.



Responsible for order and quiet after “lights out”.

Locate campers that are reported missing from their activities.

Locate campers for the nurse who have missed scheduled meds.

Help balance the personal needs of individual Counselors with the broad requirements for ministry, to help make discretionary decisions that recognize and balance personal needs of staff and campers within program constraints.

Provide resources and equipment.

Complete performance appraisals for Counselors and activity leaders.

Motivation of Counselors.

Role model Counselor behaviors as a solid Christian young man or woman of God.

Dining hall coordination/running of meals.