

POSITION DESCRIPTION

TITLE: Unit Counselor
REPORTS TO: Unit Lead
CLASSIFICATION: Seasonal, Exempt

SUMMARY

Assist with managing the daily operations of a camp unit and implement unit programs. Supervise the health and well-being of campers.

ACCOUNTABILITIES

- Prepare unit by setting up and conducting initial inventory and checking equipment for needed repairs.
- Plan and implement unit program by identifying interests of girls and basing unit program on camper interest and camp goals and objectives.
- Provide a supportive atmosphere for campers. Know girls in unit by name and help them appreciate and accept each other.
- Provide a welcoming environment to campers and parents during check-in and check-out.
- Inform supervisor of any problems. Keep unit clean and free of harmful objects.
- Help close down unit at the end of camp. Conduct end-of-camp inventory and store equipment and supplies.
- Provide a safe environment at the pool as a swim watcher.
- Participate in all required training.
- Act as a positive role model and engage in activities with campers and staff.
- Demonstrate enthusiasm, creativity, flexibility, cleanliness, punctuality, sharing campers, sportsmanship and table manners.
- Comply with all federal, state, GSCCC and GSUSA risk management policies and procedures to ensure the safety of girls and integrity of the Girl Scout Leadership Experience.
- Actively support and promote the Council's commitment to excellent customer service, membership growth, community visibility, fundraising, diversity and safety.

EDUCATION, EXPERIENCE & CERTIFICATIONS

- Experience working with children required (camp setting preferred).
- First aid/CPR certification required (training provided).
- Girl Scout knowledge preferred.

ADDITIONAL QUALIFICATIONS

- Minimum age: 18
- Demonstrate a commitment and ability to interact with diverse populations and positively resolve conflict.
- Ability and willingness to work with various age groups 6-17 years of age.
- Cognitive and communication abilities to develop, plan and conduct program and training to achieve the developmental objectives.
- Subscribe to the principles of the Girl Scout Movement and become a registered member.
- Successfully complete background check.

PHYSICAL REQUIREMENTS & WORK ENVIRONMENT

- Visual, auditory, cognitive and physical abilities to identify and respond to hazards and emergencies.
- Ability to lift 30 lbs.
- Must reside on camp property during while camp is in session.
- Live and work in an outdoor environment with exposure to heat, sun, rain, uneven terrain, and other elements.

The statements above reflect the essential functions and qualifications for this job, but should not be considered an all-inclusive listing. Employees may be asked to perform other duties as needed to ensure the smooth functioning of Council operations. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. Please be advised that this document should not be construed, in any manner, as a contract of employment. All employees of the Girl Scout Council of Colonial Coast are employees "at-will". I have read and understand the responsibilities and requirements of this position.

Employee Signature/Date