San Joaquin River Parkway and Conservation Trust

River Camp Head Counselor

General Description

The River Camp Head Counselor reports directly to the respective River Camp Director for the program site at which they are working (River Camp at Scout Island or River Camp at Firebaugh/Owl Hollow). Applicants apply to the River Camp family of programs in general, and may be placed at or asked to work at either site during the camp season. This individual acts as a member of the River Camp Leadership Team and serves as a liaison between River Camp counselors and the Leadership Team. This position will begin in April 2020.

Head Counselor Duties

- Conduct weekly informal checkins with each River Camp counselor at the respective site, compile notes for review by the Camp Director and Community Programs Director, and provide support to camp counselors as needed
- Familiarize self with all River Camp educational activities and group games and conduct daily morning meetings with counselors to practice upcoming activities, as well as afternoon training sessions as needed
- Lead one staff meeting each week with a teambuilding or morale boosting game or activity
- Regular River Camp Counselor duties of supervising a group of campers, leading games, songs, and activities, and assisting with materials and site maintenance
- Assist with biweekly staff evaluations
- Develop and implement new games, activities, theme days etc. for use throughout the camp season
- Take notes at afternoon staff meeting and share on staff google sheet/doc

Leadership Team Duties

- Participate in Leadership Team meetings prior to regular staff training (April and May)
- Assist with the new applicant group interview and hiring of camp counselors
- Develop and lead portions of staff training as assigned
- Participate in weekly or bi-weekly Leadership Team meetings throughout the summer
- Participate in weekly one-on-one check in with Camp Director
- Other duties as assigned

Time Commitment

The River Camp Head Counselor will participate in monthly Leadership Team meetings to prepare for the camp season from April-May, will assist with the new applicant group interview in April, will participate in and lead portions of staff training (40 hours) the week of June 2nd, and will participate in camp sessions from June 8th – August 7th. Depending on site placement, this position may not receive the week of July 4th off.

Essential Functions & Qualifications

- Must be 18 years old, a high school graduate, and have minimum completion of one semester of college coursework. Pursuit of a degree in education, recreation, environmental science, or related field preferred. *All individuals that work with children are required to submit to a DOJ background check through LiveScan service upon receiving a conditional offer of employment.
- Ability to stand, stoop, kneel, crouch, walk, swim, use hands/fingers (dexterity), lift up to 40 lbs, and work outdoors in heat (sometimes exceeding 110°F).
- Ability to maintain a positive learning environment while working with parents, peers, and children
- Interest in the outdoors and water activities; experience with watercraft/canoes preferred
- Bilingual Spanish or Hmong strongly preferred.
- All staff must be able to attend at least 70% (25 hours) of staff training.

To apply please submit a cover letter, resume, and completed application to the e-mail mschnur-salimbene@riverparkway.org with the subject line “River Camp Head Counselor.” Applications due by February 14th, 2020.