



Position: Counsellor

Reports to: Managing Director (MD)

Schedule and commitment:

July and August. This is a 24-hour responsibility, when guests are on site, with time off each day. In addition, staff receive one 32 hour period off each week.

The **Counsellor** is responsible for working with the rest of the program staff in the execution of the Camp Programs at Gracefield Christian Camp and Retreat Centre. They are front line staff working directly with campers providing support and supervision.

Responsibilities:

1. Be aware of and adhere to all ACQ (Association des Camps du Québec) standards, camp regulations and policies as outlined in the GCCRC staff manual.
 2. Create and provide welcoming and safe atmosphere for campers
 3. Work cooperatively with co-counselor ensuring that campers are well cared for, overseeing their physical, emotional and spiritual needs.
 4. Lead campers in daily camp programs (ie morning watch, Bible Study, games) and camp activities (canoeing, free swim, crafts, archery, etc.).
 5. Deal to the best of your ability with all campers, showing compassion, understanding and modelling positive behaviour.
 6. Seek help with disciplinary, emotional or other difficulties from your co-counsellor, the Program Director, the Managing Director.
 7. Ensure that all medications, personal and camper, are kept with the nurse and that campers who need regular medication are taken to the nurse at the appropriate time(s).
 8. Attend all staff meetings and staff bible study.
 9. Take care in maintaining the GCCRC site. This includes a responsibility for the cleanliness and maintenance of weekly accommodations.
 10. Write a Birthday & Christmas card to each camper in your cabin group at the end of each week with assistance from your co-counsellor.
 11. Participate fully as a staff member and by word and deed encourage a faithful Christian witness.
- Within reasonable limits, perform other camp duties as instructed by the Managing Director.**