

THE SALVATION ARMY
North and Central Illinois Division – Wonderland Camp and
Conference Center
POSITION DESCRIPTION

POSITION TITLE: Counselor

LOCATION/DEPT: Wonderland Camp and Conference Center

REPORTS TO: Divisional Youth Secretary/Assistant Camp Administrator

FLSA CATEGORY: Exempt

STATUS TYPE: TFT

OUTCOMES

The Counselor is responsible for all the campers within their cabin, including the Assistant Counselor. They are charged with being a positive Christian influence for each of their 8-12 campers. Responsibilities include developing the camper's social, physical, intellectual, vocational, emotional, and spiritual strengths, through group living experiences and personal interest.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Attend general staff training week and read all materials mailed prior to training week.
2. Supervise and lead an assigned group of campers in daily activities, which are include but are not limited to:
 - a. Daily devotions and instruction on "what it means to be Christian," and how to become one.
 - b. Instruction/guidance in cabin cleanliness and care of property.
 - c. Instruction/guidance on personal hygiene.
 - d. Instruction/guidance on table manners and conduct in dining hall.
 - e. Practical motivation in environmental awareness and responsibility.
 - f. Involvement in physical development and recreational activities.
 - g. Aquatic related activities.
 - h. Overnight campouts and other pioneering activities.
 - i. Arts and Crafts skill development.
3. Be present with and give guidance to campers while on duty.
4. Give support by your actions to the program concepts of love, understanding and self worth of each person.
5. Inspect and ensure that assigned cabin is clean, safe and in good repair. Complete maintenance requests and return to the Program Manager.
6. Help protect the personal belongings of each camper from damage/theft.
7. Chaperone campers both in camp and on out-of-camp trips always thinking of safety and guidance.

8. Complete American Camping Association/Title XX camper evaluations and Wonderland Camp camper evaluations.
9. See that the resident nurse cares for the health needs of each camper. Maintain cabin first aid kit (seek replenishment from resident nurse).
10. Attend health orientation during general staff training and care for minor camper injuries as designated by the resident nurse.
11. Participate in camper classes and assist when needed.
12. Assist Unit Leader as assigned.
13. Support and be involved with camper chapels, staff devotions and staff meetings.
14. Maintain a servant attitude, function as part of a team.
15. Assist with supervision and training during assigned Divisional encampments (Music & Badge camps).
16. All other duties as assigned.

REPORTING RELATIONSHIPS

This individual reports to the Divisional Youth Secretary/Assistant Camp Administrator.

In contacts related to this position's duties this individual acts as a representative of the Army and its mission.

PERFORMANCE MEASUREMENTS

This individual will be evaluated on how effectively the outcomes of this position are achieved, as well as the timeliness, accuracy, and completeness of accomplishing assigned goals.

EDUCATION/EXPERIENCE

- Minimum 1 year of college or equivalent preferred.
- Should have experience working with children.
- Should have experience working with minority, low income and at-risk groups.
- Minimum age of 18 preferred.

COMPETENCIES

- Must be an individual of the Christian faith who has a strong personal relationship with the Lord, attends church on a regular basis, and a desire to lead others spiritually.
- Able to relate God's handiwork through various activities and in relationship with the Word of God in programming initiatives.
- Should be interested in God's creation, nature, and outdoor activities.
- Current ARC CPR for the Professional Rescuer, and Standard First Aid*.
- Able to live on camp grounds throughout duration of employment.
- Good communication and interpersonal skills.
- Demonstrated ability to use initiative and be a self-starter.
- An attention to detail.
- A positive attitude and the ability to be flexible in light of changing job situations/priorities.
- In agreement with the philosophy, goals and objectives of The Salvation Army Wonderland Camp and Conference Center.
- A willingness to support and uphold the mission of The Salvation Army and a passion for working with youth.

POSITION LIMITATIONS

- This individual will only commit Army resources that have not been allocated or approved.
- This individual will keep the Divisional Youth Secretary/Assistant Camp Administrator informed on all critical issues relating to his/her area of responsibility.

- This individual will adhere to all Army policies and procedures in carrying out the responsibilities of this position.

PHYSICAL DEMANDS/WORK ENVIRONMENT

- This position is required to do light to heavy physical work.
- In order to successfully perform the essential functions of this position, the employee is regularly required to work with children with diverse backgrounds.
- The work environment for this position includes an office and outdoor environment with a low to high noise level.

SIGNATURES

Supervisor/Date

Employee/Date

Date: 6/06, 2/09, 1/10

Date Revised: 9/10, 1/12, 5/14, 10/18, 11/22, 1/24

THE SALVATION ARMY MISSION STATEMENT

The Salvation Army, an international movement, is an evangelical part of the universal Christian church. Its message is based on the Bible. Its ministry is motivated by the love of God. Its mission is to preach the gospel of Jesus Christ and to meet human needs in His name without discrimination.