

Lower Makefield Township

Job Description

Job Title: Camp Counselor
Department: Parks and Recreation
Supervisor: Camp Site Manager

Position Summary:

Under the general supervision of the Summer Camp Director and Camp Site Manager, camp counselors provide support, guidance, and fun for campers and foster a strong relationship between management and other counselors. A camp counselor will ensure the safety of campers by preventing and responding to emergencies, enforcing rules, and providing support. A counselor is expected to assist in the customer experience by providing a positive first and lasting impression for campers and their families by being a dedicated employee, leader for the campers, and making camp a fun, enjoyable experience. Individuals should remain updated on current events and programs within the camp and be able to answer questions regarding schedules, procedures, and initiatives as directed.

Essential Functions:

- Remain alert and use all senses when monitoring campers and the facility.
- Maintain continuous surveillance of campers to ensure compliance with camp rules, spot hazards, and take precautions to prevent accidents.
- Enforce facility and camp rules at the camp location, as well as on off-site trips.
- Respond to emergencies with the American Red Cross and facility-approved Emergency Action Procedures. Complete any necessary reports on injury or accidents.
- Work as a team with other camp counselors.
- Lead by example and be a self-starter.
- Assist with set up and break down of camp activities.
- Help maintain a clean and safe environment. This can include removing trash, sweep, or mop debris, and disinfect surfaces without maintenance staff.
- Monitor camp facility operations and equipment for maintenance issues, proper use, safety awareness, and cleanliness.
- Participate in and attend all staff meetings.
- Professionally provide customer service to campers, parents, and staff.
- Perform additional duties as assigned.

Qualifications:

- Must work with exposure to various weather elements, noise, and interruptions.
- Must present a neat and professional appearance. Wear the uniform provided (camp staff t-shirt).
- Must be customer service orientated and able to work independently and in a group setting.

- Must be able to operate computer equipment and become familiar with some database functions.
- Must be focused and attentive, able to make good, quick decisions.
- Must be able to push, pull, lift, and perform other similar movements of at least 25 lbs.

Last reviewed: 1/16/2025