

## POSITION DESCRIPTION

# OUTTRIPPING COUNSELOR

Discover the warmth of our hospitality at Camp Caroline. Located in the foothills of the Canadian Rockies, we are one of Alberta's premier year-round Christian camp and retreat centers.

We strive to create getaways with greater purpose that encourage life-changing experiences, therefore our skilled staff are carefully selected with our campers and guests in mind. Camp Caroline staff are recruited not only for their ability to perform their duties, but also for their trustworthy character and commitment to serving campers and guests with an exceptional standard of care.

**Out-trips have always been a critical piece of the summer camps ministry at Camp Caroline. Something significant happens in the lives of children and adults when they have the chance to venture into the outdoors and have a life-giving experience in a new setting. You will play a critical role as a staff member in our mission to foster first steps, next steps, and servant leadership in the lives of our campers and guests. As an Out-tripping Counselor, you will be responsible to help provide unforgettable, high impact experiences and holistic camper care while creating a sense of wonder and adventure for each individual camper.**

**Department:** Ministries

**Reports To:** Outtripping Team Leader, Director of Summer Camps and Assistant Director of Summer Camps

**Term:** 10 weeks, fulltime

**Start Date:** June 17, 2024

**End Date:** August 26, 2024

**Compensation:** \$300 / week

### Requirements:

- A personal profession of faith in Jesus for salvation and witness of obediently following him
- A member or adherent in an evangelical church
- Agreement with the mission, vision, core values, and core commitments of Camp Caroline
- Demonstrated ability to maintain healthy working relationships with a team
- Demonstrated ability to organize and plan well
- Demonstrated ability to initiate and follow through on projects with excellence
- Demonstrated interpersonal and communication skills
- Demonstrated ability to handle sensitive and/or confidential situations with respect
- Preferred minimum 21 years of age
- First Aid certification
- Availability to work regular and irregular hours
- Good health and stamina
- Completion of reference and background checks

### General Responsibilities:



- Uphold the mission, vision, core values, and core commitments of Camp Caroline with the highest standard of excellence
- Uphold Camp Caroline policies and adhere to policies, best practices, and principles related to standards of service care as established by recognized authorities
- Assist in nurturing the spiritual atmosphere of Camp Caroline for campers, guests, and staff
- Develop a welcoming atmosphere and safe environment for campers, guests, and staff
- Anticipate and attend to camper and guest's service needs

### **Outtripping Counselor Responsibilities:**

- **Main Purpose:** To lead campers in the faith journey of becoming a disciple of Jesus Christ, accepting each one at whatever place they may be at spiritually, and helping them grow closer to Jesus Christ through encouraging them in:
  - First Steps – Beginning a life-long journey with Jesus
  - Next Steps – Following Jesus faithfully
  - Servant Leadership – Exemplifying Jesus' love and concern for others
- Lead weekly summer out-trips as assigned by the Outtripping Team Leader
- Provide outtrip briefings for campers and staff on what to bring and what to be aware of
- Maintain cleanliness and orderliness of outtrip packing area
- Take responsibility for the spiritual emphasis on all out-trips, encouraging campers to discover God's presence in the outdoors
- Promote an atmosphere where positive relationship-building and teaching opportunities can occur between counselors and campers
- Take responsibility for safety of all outtrip activities
- Be prepared to give assistance and support to qualified instructors on the following possible outtrips – white water rafting, powertubing, canoeing, paintball, laser tag
- Assist bus drivers as they transport campers to and from outtrip activity areas, helping control camper behaviour
- Be responsible on each outtrip for safe, proper, and effective use, setup, preparation, and cleanup of meals, equipment, fires, and campsites
- Ensure that the proper outtripping equipment is ready, usable, and packed before the trip begins, including designated food pick up
- Supervise the unpacking of all food and equipment after each outtrip, cleaning all dirty equipment and returning all unused food to the kitchen
- Supervise the use of camp property and equipment to ensure as little misuse and/or loss as possible
- Plan and prepare for alternate activities if weather forces the cancellation of outtrips
- Attend extra outtrip training as assigned

### **Summer Camp Responsibilities:**

- Participate fully in summer staff training, events, and chapels
- Regularly look for ways to extend hospitality and care to campers and guests
- Work consistently to keep Camp Caroline clean and guest ready
- Participate in all summer camp events, and assist with them as required
- Give leadership and/or help to the children's programs during Family Camps
- Serve in assigned area during Grades 2/3/4 Camp (assigned area may range from counseling to dishwashing to maintenance)
- Assist with drama and worship teams as desired
- Assist in Sunday camper registration and Friday camper pick-up as assigned



- Attend and participate in all Worship Times, Evening Events, and Campfires, unless involved in other camp duties
- Work with other staff to foster an effective atmosphere at all summer events and activities

**Time Management Expectation:**

- Prepping for and cleaning up after out-trips – 25%
- Leading out-trips – 55%
- Supporting counselors – 10%
- Building Campfires – 5%
- Staff meetings – 5%

**Key Working Relationships:**

- Out-tripping Team Leader
- Director of Summer Camps
- Assistant Director of Summer Camps
- Summer Leadership Team
- Summer Staff
- Volunteer Staff