



**Boys and Girls Clubs of Metro South**  
**Job Description**

**TITLE:** Camp Counselor  
**JOB FAMILY:** Program  
**FLSA STATUS:** Non-Exempt  
**REVISED:** January 2025

**POSITION SUMMARY:**

The Camp Counselor provides leadership and guidance to a group of campers in a range of daily activities.

**ESSENTIAL FUNCTIONS:**

- Provide supervision of campers participating in scheduled camp events.
- Resolve issues of interpersonal, behavioral, and administrative nature; administer disciplinary action in accordance with camp standards.
- Provide feedback to campers and camp leadership regarding camper progress and concerns; identify and communicate areas for improvement.
- Contribute ideas and suggestions to camp management in areas of program participation growth, camper satisfaction, and retention of campers.
- Monitor and provide guidance to campers in areas of health and safety, team building, and interpersonal relationships.
- Maintain awareness of potential health and safety issues, identify hazards, and take appropriate action to resolve.
- Work in an outdoor, nature-based location with ever-changing weather conditions.
- Assume other duties as assigned.

**QUALIFICATIONS:**

- Minimum 18 years of age.
- Minimum 2 years of High School required; High School graduate or minimum one year of college preferred.
- Experience working with children in a camp setting.
- Experience in one or more camp activities including: outdoor living, boating, archery, camping, music, skits, sports, aquatics, recreational games or similar.
- Exemplary communication skills (written and verbal) are needed, including the ability to present in front of large groups, interact with and motivate stakeholders, represent the organization at community events and meetings, and write professionally in emails, etc.
- Ability to relate effectively to diverse groups of people (staff, families, youth, etc.) and a track record of building and sustaining meaningful relationships with individuals and teams from all socioeconomic backgrounds.

- Commitment to professionalism including high expectations and standards of quality, a strong work ethic and personal code of ethics, accountability, and dependability.
- Self-motivated and goal-oriented with the ability to set effective objectives for teams and individuals and take ownership for results.
- Demonstrated commitment to the values of diversity, inclusiveness, and empowerment.
- Willing to provide instruction during daily programming times and occasional night and weekend hours. This position does not provide for remote work options.
- Certifications: As outlined in BGCMS Training Academy upon hire or within allocated training timelines.

**BOYS & GIRLS CLUB CORE COMPETENCIES:**

**Engaging Community:** Builds bridges beyond our walls to ensure our Clubs’ work is community-focused, welcoming of all, and providing wide-reaching community benefits.

**Inclusion:** Values all people (members, families, staff, volunteers, donors, partners, etc.) for their unique talents, and takes an active role in promoting practices that support diversity, equity, inclusion, and global work, as well as cultural competence.

**Communication & Influence:** Listens to understand and expresses self effectively (in written and verbal communications) in ways which engage, inspire, inform, and build commitment to our mission.

**Program/Project Management:** Ensures program/project budgetary and impact goals are achieved.

**Innovation:** Creates and implements new and relevant approaches and activities that improve and expand the Clubs’ work and impact in the community and on members.

**Developing Self & Others:** Develops self (skills and actions) and supports others (e.g., staff, volunteers, members), both formally and informally, to achieve their highest potential.

**Teamwork & Cooperation:** Demonstrates ability to work productively and cooperatively with others at all levels to achieve individual and collective goals for impact. Understands and manages external emotions effectively in all situations.

**PHYSICAL REQUIREMENTS/WORK ENVIRONMENT:**

The physical demands of this position are limited and, as such, reasonable accommodations may be made to enable individuals with physical disabilities to perform essential functions of this position.

**WAIVER:**

**I have reviewed the above job description and understand my responsibilities as described:**

**Print Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**The Boys & Girls Clubs of Metro South reserves the right to change and/or modify the job requirements, responsibilities, and qualifications for this position to meet changing business needs. Further, nothing in this description is intended to represent all functions, duties, and responsibilities of the associate holding this job title, or to alter the at-will nature of their employment.**

**Understood and Agreed To:**

**Signature: \_\_\_\_\_ Date: \_\_\_\_\_**