



Ascension School
Camp & Conference Center

Ascension School Camp & Conference Center
1104 Church Street, Cove, Oregon 97824
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An essential ministry of the Episcopal Diocese of Eastern Oregon

Residential Counselor

All staff members (Directors, Residential Counselors, Chaplains, Resource Staff, Nurses, Junior Counselors) work as a team to plan and implement the camp program and ensure the health and safety of the entire camp community.

Reports To: Camp Director and Program Director

Position Description and Responsibilities:

Residential Counselors are primarily responsible for supervising cabin groups, co-leading family groups, planning and facilitating large group activities, planning, and facilitating interest blocks, supervising campers during both on- and off-campus activities, mentoring Junior Counselors, and monitoring camper health, safety, behavior, and well-being.

Specific expectations may vary from camp to camp, but typically include the following:

- Participating in pre-camp training, planning sessions, and daily Residential Counselor meetings
- Planning, leading, and participating in the full range of camp activities
- Encouraging a sense of community, respect, and shared responsibility among campers
- Explaining, following, and enforcing all camp rules and policies
- Instructing campers in emergency procedures such as fire drills and cabin evacuation
- Modeling appropriate camp behavior to campers and Junior Counselors, including good sportsmanship, good table manners, punctuality, and active participation in all camp activities
- Aiding campers in assuming responsibility for meal-time hosting, camp clean-up, and personal cleanliness
- Supporting fellow staff members by being consistent with expectations, showing enthusiasm for activities others are leading, helping prepare and clean up after activities, and offering to step in when others need a break
- Welcoming volunteer Resource Staff and actively including them in camp activities
- Mentoring Junior Counselors, helping them to plan and lead camp activities and modeling appropriate Counselor behavior

- Supervising campers on the way to and from the swimming pool, and enforcing both camp and pool rules while at the pool
- Immediately reporting to Camp Director any serious and/or ongoing concerns about the health, safety, behavior, or well-being of campers, Junior Counselors, or other staff members
- Immediately reporting to Camp Director in the event of missing campers, strangers on campus, fire, or other emergency situations
- Cleaning and maintaining program buildings and equipment as assigned by Camp Director
- Co-leading a cabin group with a fellow Residential Counselor and/or a Junior Counselor. Specific responsibilities when leading a cabin group include:
 - Encouraging friendship, respect, and a sense of shared responsibility for group well-being among campers in your cabin
 - Developing a shared set of guidelines for group living and conflict resolution
 - Explaining and enforcing all camp rules
 - Making campers feel welcome, safe, comfortable, and included at camp
 - Monitoring camper health and well-being (including watching for homesickness, loneliness, bullying, dehydration, sunburn, cleanliness, and so on)
 - Ensuring campers get enough sleep
 - Monitoring cabin activities any time campers are in the cabins
 - Assigning tasks and supervising daily cabin clean up
 - Checking to ensure that all campers are out of the cabin at mealtimes and during scheduled camp activities
 - Remaining in the cabin during sleeping hours
 - Ensuring that cabins are locked before lights out
 - Reporting all serious and/or ongoing health, safety, or behavior concerns to Camp Director
 - Dealing discreetly with bedwetting and other personal issues
- Other responsibilities as assigned

Residential Counselors should arrange with the Camp Director to take at least two consecutive hours off each day. Additional time off campus should be requested well in advance.