



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

McGaw YMCA In Evanston Camp Echo Job Description

TITLE: R.A.N.G.E.R.S.* Counselor

REPORTS TO: On-Site Teen Director

SUPERVISES: None

*Responsibility Achieved thru a Non-regimented Group Experience in a Rustic Setting

SPECIFIC DUTIES

- Responsible for the direction, leadership, safety, and well-being of 12-14 campers living in the Birches.
- As an experienced counselor, follows all suggestions and guidelines in the Senior Counselor job description.
- Meets with the Operations Manager at the start of each session to plan the menu for the session.
- Coordinates daily food needs with the Dining Hall Steward.
- Together with the other Rangers Counselors ...
 - Plans a daily schedule and activities that are consistent with the goals of the Rangers program.
- Works with the other Teen Camp Staff to plan occasional "all teen" evening programs and gatherings.
- Abides by all Michigan State health and sanitation regulations regarding living quarters and meals.
- Works with the Experiential Learning Coordinator to facilitate appropriate group-building exercises.
- Together with the other Rangers Counselors, leads an off-camp overnight trip during the session.
 - Works with the On-Site Teen Director on pre-trip logistics and preparation as needed.
 - Verifies that the trip itinerary is accurate and that emergency and check-in procedures are in place.
 - Checks out food, gear, van keys, and cash from the Operations Manager.
 - Shares the van driving duties with the other Rangers Counselors, if 21 or older.
 - Follows all applicable state laws and speed limits when driving camp vans.
 - Turns in keys to, and checks in the van with, the Operations Manager.
 - After the trip, returns leftover cash and accurate expense records to the Operations Manager.
 - After the trip, returns clean gear, reports repair needs or problems, and accounts for gear not returned.
- At the end of each session, submits parent letters to the Program Manager.
- Consults with the Property Manager on site development issues.
- Reports maintenance needs to the Property Manager.
- Responsible for creating or updating a program notebook on the Rangers Program.

ADDITIONAL DUTIES

- Maintains the cleanliness of the living space to which he or she is assigned.
- Attends vehicle safety sessions with the Property Manager prior to driving any camp vehicle, if 21 or older.
- Shares, with other Teen Camp Staff, the job of picking up and dropping off of rented vans, if 21 or older.
- Serves as a mentor to younger staff in general; specific assignments may also be made by your supervisors.
- Models, teaches, and upholds the Camp Echo Code of Conduct and protects the well-being of all campers.
- Cares for and maintains equipment, supplies and property of camp
- Maintains positive relationships with campers, parents and other staff
- Encourages physical, emotional and spiritual growth and positive character development in all campers
- Works to increase his or her own cultural competence and helps to create an environment that values diversity
- Prepared to do anything else deemed necessary by the Camp Director.

QUALIFICATIONS

- Age 20 or older
- Certified in CPR, Wilderness First Aid (or higher) and Lifeguard; Wilderness First Responder preferred
- Valid drivers license and clean driving record if 21 or older
- Experience with campers in a wilderness setting or on camping trips
- Leadership ability and teamwork oriented
- Possess a variety of skills and camping experience
- A commitment to working with a diverse staff and camper population for the fulfillment of YMCA goals