

Reference: Canyon Church Camp Policy and Procedures Manual

5.10.5 JOB DESCRIPTION FOR Counselor-in-Training (CIT)

Qualifications for Counselor-in-Training

1. Must be at least 16 or 17 years of age at the commencement of employment. The following list of duties will be expected in addition to any other relevant duties requested by the Camp Director or Board.
2. Must satisfy a Category B Level Screening as follows; *For off-site, well supervised programs with many leaders:*
 - a. A current valid Criminal Records Check with a Vulnerable Sector Included clear of any incidents is discretionary.
 - b. Provide two References.
3. Must have a respect for and a willingness to understand United Church of Canada Theology so as to encourage and support our Christian community.
4. Must be enthusiastic and enjoy physical activity.
5. Will have many skills in the following areas: hiking, orienteering, crafts, sports, rainy day activities, quiet time activities, music, nature knowledge, bible knowledge and appreciation of others' faith stories. *Details required.*
6. Will submit a medical confirmation of physical fitness.

Job Description for Counselor-in-Training

1. Shall endeavor to help the campers learn Christian faith and living by modeling Christian ideals and will assist their campers to obey all camp rules and regulations.
2. Will work with the Resource Staff in guiding their campers through camp activities.
3. Because the CIT is not 18 years of age, he or she will share responsibility for their campers with staff who are 18 years of age or older. At no time should a CIT be left alone to supervise their campers.
4. Will attend recommended camp training events and the orientation weekend, and must adhere to all the policies and procedures of camp. Failure to do so may require the CIT to return home at personal expense.
5. Will be in residence at camp only when a youth camp is in session and will live in a cabin with their campers. This means that they must return to their homes on weekends.
6. Will participate in daily staff meetings and will work under the direction of the Camp Director and supervising Counselor to assist their campers in all activities at camp.
7. Will refer any health problems to the Camp Medic.
8. Must remember that the needs of campers always take priority over their own needs.
9. Will submit Incident Reports to the Camp Director as needed.

10. Will adhere to all the rules and regulations of camp and cannot leave the camp unless permission is given by the Camp Director and must understand that failure to comply may result in their dismissal, or other disciplinary actions.
11. Live in and supervise a cabin of campers. They will participate in all kitchen, bathroom and lodge cleanup with their campers. They will help their campers plan and lead in campfire, vespers, and morning watch as assigned. They will work with their campers to clean their cabin each morning for inspection and ensure a thorough cabin cleanup at each week's end.
12. Will be a listening ear and role model to the campers and Resource Staff.
13. Will help in the implementation of workshops, group activities, and other camp programs, ensuring that campers participate in all parts of the camping program.

The duties and limitations of this position are as detailed herein and as per the Canyon Church Camp Policy & Procedures Manual, unless otherwise defined by the Camp Director or Camp Board.