

Camp Hurlburt - Job Description
The United Church of Canada
Senior Counselor

Accountable to the Camp Director, the Senior Counselor is responsible for helping to plan, implement and evaluate camping experiences, for campers of all ages, that take full advantage of Camp Hurlburt's location on Lake Okanagan and that fulfill the mission of Camp Hurlburt. There are two priority areas of accountability for the Senior Counsellor:

1. The development and implementation of effective learning programs that help participants experience a safe environment to find friendship and to grow with God
This includes:
 - taking responsibility for leadership in camp programs as identified in planning meetings.
 - attending, participating and helping in programmed activities led by other senior counselors.
 - exercising leadership that honours the mission of the Camp and the standards of the Camp in cabins.
 - sharing in the responsibility of keeping the camp clean and sanitary for the use of campers and other members of staff.
 - becoming familiar with and exercising, as needed, the camp emergency procedures

2. Participation in a team of co-leaders.
This includes:
 - attending the pre-camp Leadership Training Program
 - attending staff meetings as planned
 - offering and receiving feed back to team members that helps the whole team grow into a cohesive leadership group.
 - participating in joint decision making process
 - maintaining open communication with the team and other members of the staff.

The Senior Counselor must have two years experience in leadership with children and youth at a camp or other settings. Experience working in a beach/waterfront environment is a definite asset. The Senior Counselor must be able to articulate his or her own faith journey and be willing to work within the ethos and theology of the United Church of Canada. Because of the nature of the activities at Camp, it is important that the Senior Counselor be in a physical condition that allows for camping, hiking, swimming, and canoeing. All counselors are also required to have CPR Level C.

Camp Hurlburt

Mission Statement

Camp Hurlburt is a safe, holy place to find friendship and to grow with God.

In keeping with this mission statement, Camp Hurlburt is committed to creating a work environment, for all members of staff, where we:

- respect people of all races, religions, gender, sexual orientations, ages, physical and mental abilities
- maintain appropriate physical and emotional boundaries with camp participants and other staff
- honour children and youth
- work in a team setting with co-workers
- work co-operatively with others
- feel safe to express and explore our journeys of faith
- commit to our own life long learning

Expectations of Camp Hurlburt Staff

The operating assumption of the Camp Hurlburt Committee is that everything undertaken by the camp, site development, program development, administrative responsibilities, rentals and the hiring of staff is done so to provide wholistic, safe, meaningful camping experiences for children of all ages and all socio-economic situations that helps them encounter and develop a relationship with God.

In keeping with this assumption, Camp Hurlburt expects all summer program staff to demonstrate:

- respect for all people, including people of all races, religions, gender, sexual orientations, ages, physical and mental abilities, geographical regions etc.
- an ability to maintain appropriate physical and appropriate boundaries with the children and youth as well as other staff.
- a commitment to honouring children and youth
- a commitment to creating a healthy, safe community with co-workers on the job as well as during non-camping times.
- an ability and willingness to use cooperative ways of relating to others.
- an ability and willingness to hear and learn from feedback.
- an ability and willingness to explore issues of spirituality with campers and with other staff.
- behavior that appropriately represents Camp Hurlburt and Trinity United Church at all times.

All Senior Camp Counsellors are required to attend two leadership training experiences.

Roots and Wings Schedule TBA

While Camp Hurlburt will not pay wages for this event, the Camp will pay for the cost of registration and travel (outside of Vernon) to attend this event. This is a training event for youth leaders and young adults to create opportunities for you to talk about your God experiences and ways to engage youth in God talk.

Leadership Training Week – June 25, 2009 to June 30, 2009

All Senior Counsellors will be expected to take part in this week of intensive training. Accommodation, meals and wages will be provided.

A one day seminar in Faith Development will be scheduled at a later date

Camp Hurlburt Application

This application, together with all three reference letters, must be received in our office by midnight April 19, 2010. Trinity United Church, Box 97, Vernon B.C. V1T 6M1 (250) 545-8240

Name: _____
Address: _____ City: _____ P.C. _____
Email: _____ Phone: _____
Date of Birth: _____ S IN# _____
Position Being Applied For: Senior Counsellor

Education:

High School: _____ from _____ to _____
(Name) (Dates attended)

(City) (Grade completed)
Other: _____ from _____ to _____
(Name) (Dates attended)

(City) (Certificate/Diploma/Degree)

1. Employment:

List below the names and address of your last three employers as well as the dates of employment, reason for leaving, responsibilities and supervisor's name;

1. _____

2. _____

3. _____

C. Camping Experience

Please list below your previous camp experiences as a camper, a staff member, and any training experiences that would be helpful in your work at Camp Hurlburt.

Activity: _____ Location/Camp: _____ Dates: _____

4. Skills and Accomplishments:

Please list below your skills, accomplishments and previous experience in each of the areas identified below.

Swimming: _____
(Include lifesaving certificates, life-guarding experience) _____

Canoeing and Boating: _____

First Aid: _____

Program _____

Music: _____

Drama: _____

Arts/Crafts _____

E: Background

Camp Hurlburt operates under the accreditation of the United Church of Canada through Trinity United Church, Vernon. It is important to hear about your connection with or involvement in the United Church or any other religious community or organization.

What has been your recent involvement with a church community?

What would you tell us about your faith and spirituality?

Describe how you feel about helping campers find friendship and grow with God?

Date: _____

Signature: _____

Camp Hurlburt
Trinity United Church
Box 97, Vernon, B.C. V1T 6M1

Summer Program Staff Reference Letter:

_____ has applied for summer employment at Camp Hurlburt and has given your name as a reference.

Camp Hurlburt operates under this guiding assumption: that everything undertaken by the Camp-site development, program development, administrative responsibilities, rentals and the hiring of staff is done so to provide wholistic, safe, meaningful camping experiences for children of all ages and all socio-economic situations that helps them encounter and develop a relationship with God.

In keeping with this assumption, Camp Hurlburt expects all summer program staff to demonstrate: respect for all people, including people of all races, religions, gender, sexual orientations, ages, physical and mental abilities, geographical regions; an ability to maintain appropriate physical and appropriate boundaries with the children and youth as well as other staff.; a commitment to honouring children and youth; a commitment to creating a healthy, safe community with co-workers on the job; as well as during non-camping times; an ability and willingness to use cooperative ways of relating to others; an ability and willingness to hear and learn from feedback; an ability and willingness to explore issues of spirituality with campers and with other staff; behavior that appropriately represents Camp Hurlburt and Trinity United Church at all times.

With this in mind, would you please comment on the following:

1. How long have you know the applicant and in what setting?

2. How does he/she relate to peers, adults and children?

3. What are the strengths of the applicant in regard to this position?

4. Are you aware of anything that might hinder this person's contribution to Camp Hurlburt's program?

5. Please make any other comments.

Please Print

Your Name: _____

Address: _____

Postal Code: _____

Phone (home) _____

Phone (work) _____

Fax: _____ Email: _____

Date: _____ Signature: _____

For information:

Email: camphurlburt@gmail.com

Phone: 250-545-8240

Address:

Camp Hurlburt committee
c/o Trinity United Church
PO Box 97, Vernon, BC V1T6M1
Re: Employment 2010