8122 W. Sauk Trail * Frankfort, IL 60423
Manitoqua.org | 815.469.2319

Day Camp Counselor Job Description

Department: Summer Staff Program

Reports to: Day Camp Supervisor

Type of Position: Full-time, Seasonal, 40+ hrs/week

General Description: Day Camp staff are responsible for leading a group of day campers between 3 years old and 8th graders in a five-day, day camping program.

Wages and Benefits: https://cpmfiles1.com/manitoqua.org/2027-wages-benefits-posting.pdf

Qualifications

Personal:

1. Vibrant relationship with Jesus Christ
2. Committed to the authoritative Word of God
3. Passionate for facilitating ministries that change lives
4. Devoted to furthering the vision and mission of Manitoqua Ministries
5. An active member in good standing in a church of Jesus Christ

Character:

1. Strong desire and ability to care for, love, teach, and work with children and staff in a camp setting
2. Actively pursuing personal Christian growth
3. Has a teachable spirit and is open to new ideas
4. Age 18 years or older

Duties and Responsibilities

Training

1. Attend staff orientation
2. Reside in assigned staff housing

Staff Expectations

1. Welcome all campers upon their arrival
2. Be prepared with the necessary materials for each day

3. Prepare and lead Bible lessons, devotions, games and activities (may also be assigned to lead an area that requires specific skills)
4. Lead activities within the structure outlined in the program and policies and procedures manual of Camp Manitoqua
5. Be present at all required camp sessions, campfires, and meals for active participation, prayerful support, and crowd control
6. Care for the spiritual, emotional, and physical health and safety of all campers and staff with energy and compassion
7. Develop a family and greater community environment within day camp groups; including good behavior management practices
8. Attend the all staff debriefs on Friday afternoons at 5pm
9. Attend the all staff pre-briefs on Sunday evenings at 6pm for announcements, small groups, and worship at 7pm
10. Attend the Staff Retreat and Staff Party
11. Work (2) “Friday Reset” shifts during the summer
12. Present a full evaluation of personal performance and camp operations at the close of summer
13. Perform other duties as requested by the Program Coordinator
14. Be familiar with Manitoqua Ministries, their mission, purpose, guidelines, and policies as outlined in the staff manual
15. Work one early stay (7:15am) and one late stay (until 6pm) each week
16. Attend Monday and Wednesday night activities each week to support the overnight camp program.
17. Prayer partner as requested by Rotational staff