



## Position Description

**Organization:** Boulder Jewish Community Center [Boulder JCC]  
**Job Title:** Mentor (Day Camp Counselor)  
**Department:** Youth & Camps

### **ABOUT THE BOULDER JEWISH COMMUNITY CENTER**

The Boulder Jewish Community Center's [Boulder JCC] mission is to provide programs and services based in Jewish values and traditions in a place where people of all ages and backgrounds gather to connect, exchange ideas, learn, and grow. The Boulder JCC is recognized for its innovative approaches to community engagement with the next generation and families through meaningful experiences and philanthropy. The Boulder JCC recently completed building its new 52,000 square foot facility sitting on a beautiful 10-acre campus in East Boulder. As a community convener and one of the central addresses of Jewish life in Boulder County and beyond, the Boulder JCC prides itself on offering a wide array of community programming including one of the best Boulder preschools, day camps, after school classes, and arts and culture programs serving infants, toddlers, youth, families, teens, young adults, and adults. The new Boulder JCC further fulfills its mission by being a primary destination for all of Boulder County as a place for meetings, celebrations, fundraisers, and other community events. The staff at the Boulder JCC is hard working, collaborative, passionate, and committed to mission. The team is driven by a desire to serve the community broadly and deeply. The organization continually strives to improve its delivery of content and services with a focus on its values. The Boulder JCC endeavors to hire individuals who are committed to the JCC's values, believe in the power of community and want to help grow a dynamic organization.

### **JOB SUMMARY**

The role of the Counselor is the most important job at Cherryvale Day Camp. Being successful in completing of all of the required duties and expectations will ensure that the experiences of our campers will be safe, fun, and memorable. Counselors report to the Day Camp Director.

### **KEY RESPONSIBILITIES:**

#### ***Supervision***

- Supervise groups of campers, acting as guardian, mentor, disciplinarian, and counselor to all campers.
- Maintain a safe and healthy environment for campers, abiding by all camp rules and policies. Assist any camper in a state of emergency.
- Set up, clean up, and maintain all of the indoor and outdoor camp spaces and equipment.
- Supervise campers participation in structured and unstructured activities.
- During weekly pool trips, assist lifeguards in supervising children and maintaining a safe environment.
- Enthusiastically participate in all camp programs and activities.
- Be a self-starter and have the ability to work with a minimal amount of supervision.



### ***Interaction with Children***

- Work to ensure every camper's basic needs are met.
- Demonstrate sensitivity to the needs of campers served.
- Lead group activities.
- Provide service to campers that meets the objective of fun, self-awareness, and community involvement.
- Be able to encourage, support, and set limits for campers.
- Apply proper discipline in a caring manner, where campers learn the difference between correct and incorrect behavior (at no times will physical or corporal punishment be tolerated).
- Serve as a role model for all campers, conducting yourself properly while participating in all required activities with an enthusiastic attitude.

### ***General and Administrative Responsibilities***

- Attend all pre-camp meetings, trainings, and orientations while making yourself available for all other related dates, activities, and camp events.
- Responsible for the health, safety, and happiness of ALL campers at ALL times.
- Ensure that all forms and reports are filled out in a timely manner.
- Adhere to goals, mission, and philosophy of Cherryvale Day Camp.
- Understand and implement the Cherryvale Day Camp Parent Communication Plan.
- Complete and obtain all trainings and certifications prior to camp starting.

### ***Specialist***

- Create, coordinate, and run activities in your designated Specialty area for all campers.
- Teach and coach the campers in skills specific to your designated Specialty area.
- Maintain, organize, and keep inventory of all Specialty supplies and equipment.
- Work with Counselors within Specialty activity area.
- Specialty areas include, but are not limited to: sports, farm, creative arts, Judaism, and photography.

## **SKILLS AND QUALIFICATIONS**

Must be at least 18 years old with a desire and attitude to work with children in a small group setting. Experience working with children and/or in a camp environment (as camper, counselor-in-training, or staff) is preferred but not required. A Day Camp Counselor must have good time management, communication, and organizational skills and the ability to be creative while taking direction and instruction. Must possess the strength and endurance required to maintain constant supervision of campers

## **TRAINING**

Staff training will be held prior to the start of camp. Applicant must be able to attend staff training in order to work. The applicant must attain all certifications (e.g., First Aid, CPR, Universal Precautions), some of which will be provided during staff training, prior to camp.



## To Apply

Please go to <https://boulderjcc.campintouch.com/ui/forms/application/staff/App#ApplicationSeason>

Questions? Please contact Camp Director, David Levine - [David@boulderjcc.org](mailto:David@boulderjcc.org)

*This position description is not intended to be all-inclusive, but is intended to be a generalized guide of the job duties. Management may change the job responsibilities and job expectations based on business requirements. This position is intended to comply with all known State and Federal regulations.*