
POSITION DESCRIPTION

LEAD 11/12 COUNSELOR

Discover the warmth of our hospitality at Camp Caroline. Located in the foothills of the Canadian Rockies, we are one of Alberta's premier year-round Christian camp and retreat centers.

We strive to create getaways with greater purpose that encourage life-changing experiences, therefore our skilled staff are carefully selected with our campers and guests in mind. Camp Caroline staff are recruited not only for their ability to perform their duties, but also for their trustworthy character and commitment to serving campers and guests with an exceptional standard of care.

Learn to Lead from a God-centered life. Explore Biblical foundations to build a life focused on God, while gaining hands-on experience as a servant leader. Lead camps have been designed for emerging leaders in Grades 8-12 who are growing in their Christian faith and want to take their understanding and experience of that faith to the next level. Lead is for those that are willing to learn and grow in servant leadership!

Camp is not only a place of new experiences and adventures, but an incredible 'leadership classroom'. You will play a critical role as a staff member in our mission to foster first steps, next steps, and servant leadership in the lives of our Lead campers and participants. As a Lead Counselor, you will be responsible to help provide unforgettable, high impact experiences and holistic camper care while creating a sense of wonder and adventure for each individual Lead camper.

Department: Ministries

Reports To: Director of Lead

Term: 10.5 weeks, fulltime

Start Date: June 11, 2025

End Date: August 25, 2025

Compensation: \$325 / week

Requirements:

- A personal profession of faith in Jesus for salvation and witness of obediently following him
- A member or adherent in an evangelical church
- Agreement with the mission, vision, core values, and core commitments of Camp Caroline
- Demonstrated ability to maintain healthy working relationships with a team
- Demonstrated ability to organize and plan well
- Demonstrated ability to initiate and follow through on projects with excellence
- Demonstrated interpersonal and communication skills
- Demonstrated ability to handle sensitive and/or confidential situations with respect
- Minimum 18 years of age
- Availability to work regular and irregular hours
- Good health and stamina
- Completion of reference and background checks

General Responsibilities:

- Uphold the mission, vision, core values, and core commitments of Camp Caroline with the highest standard of excellence

- Uphold Camp Caroline policies and adhere to policies, best practices, and principles related to standards of service care as established by recognized authorities
- Assist in nurturing the spiritual atmosphere of Camp Caroline for campers, guests, and staff
- Develop a welcoming atmosphere and safe environment for campers, guests, and staff
- Anticipate and attend to camper and guest's service needs

Lead Counseling Responsibilities:

- **Main Purpose:** To lead campers in the faith journey of becoming a disciple of Jesus Christ, accepting each one at whatever place they may be at spiritually, and helping them grow closer to Jesus Christ through encouraging them in:
 - First Steps – Beginning a life-long journey with Jesus
 - Next Steps – Following Jesus faithfully
 - Servant Leadership – Exemplifying Jesus' love and concern for others
- Live with and supervise your Lead campers 24 hours a day
- Be available to give selflessly, patiently, and lovingly to your Lead campers' spiritual, physical, mental, and emotional needs
- Promote unity among your cabin members
- Anticipate Lead camper needs for Sunday registration and Friday sign-out
- Organize your Lead campers to clean your cabin each day
- Attend and participate in all teaching and worship sessions, activities, and events with your Lead campers unless scheduled otherwise
- Actively pursue relationship by spending time with your Lead campers during their free time
- Instruct certain activity sessions in collaboration with other Lead staff
- Lead devotions in collaboration with other Lead staff
- Lead by example to motivate and encourage Lead campers to be involved in all activities
- Work together with other Lead staff to maintain a positive, impactful atmosphere at all sessions, activities, and events
- Ensure a safe environment for your Lead campers by being in your cabin at lights out and remaining in your cabin for the duration of the night
- Report problems with Lead campers to the Director of Lead and Retreats
- Work alongside the Director of Lead and Retreats to facilitate training, discipleship, leadership, and service opportunities to Lead campers
- Complete weekly Lead Camper Reports and Lead camper Christmas cards

Summer Camp Responsibilities:

- Participate fully in summer staff training, events, and chapels
- Regularly look for ways to extend hospitality and care to campers and guests
- Work consistently to keep Camp Caroline clean and guest ready
- Be on time, every time
- Participate in all summer Lead events, and assist with them as required
- Assist with drama and worship teams as desired
- Assist in Sunday Lead camper registration and Friday Lead camper pick-up as assigned
- Work with other staff to foster an effective atmosphere at all summer events and activities
- Serve in assigned area during weeks that have no Lead program (assigned area may range from counseling to dishwashing to maintenance)

Time Management Expectation:

- Prepping/leading sessions – 30%
- Supervising Lead service times – 3-%
- Coaching Lead campers – 15%

- Lead camper care – 20%
- Staff meetings – 5%

Key Working Relationships:

- Director of Lead
- Lead Team Leader
- Director of Camps
- Assistant Director of Summer Camps
- Summer Staff
- Volunteer Staff