



# CABIN COUNSELOR



## Job Description

Of the three basic types of counseling staff at Hawkeye the Cabin Counselor is the one with the most contact with a single group of campers. Each Cabin Counselor is assigned a Cabin Group with which they live. Her/his range of responsibilities most closely mirrors the daily schedule of the cabin group. Cabin Group responsibilities for Cabin Counselors are classified as primary. These individuals do enjoy some time away from their Cabin Group, with which they may live, during the week and spend these hours in one or two Program Areas. As a result of sharing a living space this counselor should invariably develop the most profound set of relationships with the individuals in this particular cabin.

Each Cabin Group has a staff member who is primarily responsible for its oversight and a staff member who assists them; these are the Cabin Counselor and General Counselor respectively. The Cabin Counselor is the individual who meets with the Cabin Group supervisor each week and evaluates and reports on the progress and development of the group. Cabin Group counselors have weekly paperwork responsibilities that include Group Summaries and Evaluations as well as Self Evaluations. These individuals are the primary go to people for questions and issues concerning the campers within their cabin. Cabin Counselors are **not** the only staff members who hold sway over the behavior management and organization of the Cabin Group however; the assigned General Counselor will make nearly as many group decisions and deal with nearly as many group and individual issues. In addition, the individuals in the group are responsible to **every other staff member** at camp.

Each day the Cabin Counselor accompanies their group to, and participates in, the activities to which the group is assigned during Group Activity periods. It is incumbent on the Cabin Counselor to be “present” and engaged. During Camper Choice periods the Cabin Counselor will have one period of time off in addition to one period of planning & paperwork time. Oversight is expected at all other times during the day until “lights out” at 9:30pm. This includes Free Swim, Community Activities, Special Activities and on out-of-camp trips. Cabin Counselors should expect to participate in up to five trips during the session.

### Responsibilities

- Ensure the physical and emotional well-being of the campers in your cabin group.
- Maintain a high level of energy & positive outlook in order to model a good approach to activities.
- Be “the first one into the water;” be the driver and initiator of participation and creative activity.
- Participate in all Activities throughout the day. Do it positively and without hesitation.
- Anticipate problems and issues before they occur.
- Provide continuous supervision for the entire cabin group during assigned group activity times as well as cabin and down times.
- Maintain an appropriate mien and balance between fun and acceptable behavior.
- Monitor campers’ personal hygiene, level of happiness and participation in the program.

### Required Certifications

- None

### Recommended Certifications

- CPR for the Professional Rescuer. (American Red Cross)
- First Aid Responding to Emergencies. (American Red Cross)