



Girl Scout Summer Day Camp

Girl Scouts Eastern Washington and Northern Idaho 1404 N. Ash, Spokane, WA 99201

Position: Summer Day Camp Counselor (Seasonal)

Salary: \$2,500 for new summer day camp counselor
\$3,000 for returning summer day camp counselor
\$3,500 Program Specialist

Reports to: STEM and Day Camp Coordinator

Purpose: The Day Camp Counselors work directly with girls ages 5-17, providing a fun, interactive program. Camp Counselors make Girl Scout Day Camp a positive experience for girls as. Program Specialist focuses on the program aspects of camp and an occasional fill in for other day camp counselors.

Organization: Girl Scouts Eastern Washington & Northern Idaho has been serving girls since 1937. We support a council region encompassing 30 counties in eastern Washington and northern Idaho with region field staff located in five areas throughout that region. The council employs a staff of 30. The corporate office, located in Spokane, features a 21,600 sq. ft. program center with gymnasium, teaching kitchen, computer lab, art studio, rock climbing wall, and an overnight hostel with accommodations for 40 girls and adults. The hostel is used by girls throughout our region to provide an economical opportunity for travel away from home. This facility also assists in basic and life skill development such as budget and meal planning, scheduling of events, use of public transportation and more.

Accountabilities: Day Camp

- Prepare for and actively participate in staff training, meetings and supervisory conferences
- Work week is Monday through Friday
- Set a good example for campers and others including cleanliness, punctuality, sharing and clean-up
- Encourage respect for personal property and facilities
- Manage personal time off in accordance with day camp guidelines
- Maintain good public relations with campers' parents/guardians
- Submit all the required reports and forms in a timely manner
- Recognize and respond to opportunities for problem solving in the groups
- Develop opportunities for interaction between campers and staff



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- Provide opportunities for the group so that each individual experiences success during day camp
- Provide opportunities for discussion of individuals or group problem/concerns
- Carry out all established rolls in enforcing day camp safety regulations
- Supervise all assigned aspects of the campers' day including morning program, clean-up, meal times, rest hour, afternoon program and field trips
- Instruct campers in emergency procedures such as fire drills etc.
- Assist in teaching or leading activities, as assigned
- Believe in and support the principals and ideas of the Girl Scouts
- Demonstrate self-motivation and acceptance of all people and ability to work with girls and adults of various races, religions and national backgrounds
- Perform other duties as assigned by the Program Center Manager
- Exhibit the ability to place the needs of campers and the day camp above their own

Position Competencies:

To perform the job successfully, an individual should demonstrate the following competencies:

- **Cost Consciousness** - works within approved budget, develops and implements cost saving measures, conserves organizational resources.
- **Ethics** – treats all people with respect, keeps commitments, inspires the trust of others, works with integrity, upholds organizational values, and maintains the confidentiality of all client/co-worker/organizational business.
- **Organizational Support** - Follows policies and procedures, supports affirmative action and respects diversity.
- **Strategic Thinking** - develops strategies to achieve program goals, understands organization's strengths & weaknesses, adapts strategy to changing conditions
- **Leadership** - exhibits confidence in self and others, inspires and motivates others to perform well, effectively influences actions and opinions of others, inspires respect and trust, accepts feedback from others, provides vision and inspiration to peers, gives appropriate recognition to others, displays passion and optimism, mobilizes others to fulfill the vision.
- **Written Communication** - writes clearly and informatively, edits work for spelling and grammar, varies writing style to meet needs, presents numerical data effectively, able to read and interpret written information.
- **Interpersonal** - focuses on solving conflict, not blaming, maintains confidentiality, listens to others without interrupting, keeps emotions under control, remains open to others' ideas and tries new things.
- **Oral Communication** - speaks clearly and persuasively in positive or negative situations, listens and gets clarification, responds well to questions, demonstrates group presentation skills, participates in meetings.
- **Team Work** - balances team and individual responsibilities, exhibits objectivity and openness to others' views, gives and welcomes feedback, contributes to building a positive team spirit, puts success of team above own interests, able to build morale and group commitments to goals and



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objectives, supports everyone's efforts to succeed, recognizes accomplishments of other team members.

- **Problem Solving** - identifies and resolves problems in a timely manner, gathers and analyzes information skillfully, develops alternative solutions, works well in group problem solving situations, uses reason even when dealing with emotional topics.

Minimum Qualifications:

- Must be 18 years of age or older
- Current First Aid and CPR/AED certifications, desired
- Current driver's license and proof of insurance, desired
- Must become a registered Girl Scout
- Clear a criminal background check
- Desire and ability to work with girls and adults in a day camp setting
- Ability to accept guidance and supervision
- Good character, integrity and adaptability
- Enthusiasm, sense of humor, patience and self-control
- Ability to lead and inspire small and large groups
- Emotionally mature and willing to accept responsibility
- Be creative in presenting ideas
- Ability to problem solve and deal with conflict in an appropriate manner
- Team player that can relate positively to all staff, campers and the public
- Be in good health, vitality and physical stamina
- Follow all procedures and regulations according to the GSEWNI Council, GSUSA and state and federal guidelines and laws.

Dates of Employment:

Day Camp Counselor- June 9-August 26, 2016

Program Specialist- June 6-August 26, 2016