



Teen Leadership Coordinator

JOB DESCRIPTION

Department: CAMPER OPERATIONS

Position Summary:

The primary responsibility of the Teen Leadership Coordinator will further the mission of Camp Korey by supporting Camp Korey's BLOCK leadership program. The Teen Leadership Coordinator is responsible for planning and implementing week long intentional leadership programs designed to develop leadership skills, build autonomy, and provide connections. This program runs concurrent with traditional camp programs and is open to former campers ages 16-17. This individual will be responsible for the supervision and safety of all BLOCK participants during their time at camp. This person should have strong organizational, communication, and teamwork skills. This position will require working independently and as part of a team.

Reports to: Child Life Specialist

REQUIREMENTS

- At least 21 years old with at least one summer of residential camp experience
- Have the physical and mental capability of caring for our campers
- Commit to the entire length of the summer June 15th through August 16th
- Attend team training prior to all-staff arrival
- Position requires a flexible work schedule, including evening and weekend hours
- Preferred experience in youth leadership or education programming
- Willingness to work flexible schedule, including long hours, evenings and weekends
- Must reside on-site at camp for the duration of the summer
- Must pass thorough background check
- Must be free of any communicable illness and have current immunizations/vaccines
- Must have physical ability and stamina to walk long distances, over uneven terrain
- CPR/AED certification required

RESPONSIBILITIES:

1. Directly responsible to the Child Life Specialist and Camp Director with regard to policy, camp, parent and staff matters
2. Consults regularly with the Support Team with regard to program matters
3. The Teen Leadership Coordinator will oversee the following daily activities:
 - a. Plan and implement week long programs designed to develop leadership skills for veteran campers ages 16-17
 - b. Facilitate and debrief leadership and teambuilding activities for groups of 6-8 participants, utilizing existing and newly created materials
 - c. Oversee the daily activities and ensure the safety of all BLOCK participants. This includes, but is not limited to living in a room with BLOCK participants, being available for participant needs overnight, and living separately from the rest of the camper cabins.
 - d. Coordinate with program team to create weekly BLOCK schedule
 - e. Modify and adapt all BLOCK activities due to weather, medical or mobility needs.
 - f. Work with various departments (admissions, res life, programs, facilities) to facilitate the logistics of participation placements, arrivals, departures, and additional program needs.
 - g. Work with and orient any BLOCK specific volunteers
4. Responsible for the filing of all reports including evaluations, safety reports, behavioral reports of any BLOCK participants.

5. Assist cabin counselors as a floater on weeks when there is not BLOCK programming.
6. The Teen Leadership Coordinator is responsible for knowing and adhering to all policies in the Camp Manual
7. Perform any other duties as deemed necessary by the Camp Director to assure the smooth running of the camp