



Volunteer Counselor Position Description

Major Functions:

- Reports to Head Counselor
- On-site for the required length of time as stated by the Executive Director and Camp Directors.
- Provides safety, supervision, and fun for campers.

Responsibilities and Expectations:

- Completes online pre-camp training.
- Attends the full on-site training and orientation.
- Is flexible and agreeable with their schedule, bunk assignments, and requested tasks.
- Keep information regarding Circle campers and program confidential.
- Provides a safe and community-centered environment in their bunk.
- Puts campers' needs before their own.
- Immediately informs leadership team on-site of any issues or risks among campers.
- Actively participates in the activity periods they are assigned to throughout the week.
- Practices patience, compassion, and kindness with all campers.
- Is able to work effectively and respectfully with other volunteers and supervisors.
- Follows the rules and guidelines set forth by the Head Counselor.
- Is a team-player and is able to work with a co-counselor in close quarters.
- Has excellent communication skills and experience working closely with others.

COUNSELOR'S UNDERSTANDING OF CIRCLE CAMPS

I believe that I am physically and emotionally able to spend a week at camp with girls between the ages of 9-18 who have lost a parent to death. For many of the Circle campers, this may be the first time that they have been away from home and/or experienced the wonders of nature and the summer camp activities Circle provides. I am eager to serve as a counselor and give the campers a special week of fun and new experiences and the opportunity to reflect on their shared bonds. To make the week-long experience a rewarding one for campers, other counselors and myself, I...

- **Agree to participate wholeheartedly and enthusiastically**
- **Understand that the week is challenging but allows for ample flex time**
- **Assume responsibility for campers' safety and well being**
- **Will identify and report situations that would be best managed by a member of the clinical team**
- **Agree to keep information regarding Circle campers confidential**
- **Use discretion in sharing information about the Circle Camps program**

I, the undersigned, have read this COUNSELOR'S UNDERSTANDING OF CIRCLE CAMPS and sign it voluntarily.

CIRCLE CAMPS' COUNSELOR EXPECTATIONS

I agree to and accept the following:

- **Circle Camps' Zero-Tolerance Policy for alcohol, drugs, smoking, and leaving camp**
- **Use my cell phone only during flex periods and out of sight of campers**
- **Be on time and present for all scheduled activities and all-camp activities, including flag raising and lowering**
- **The Dress Code as outlined in the Counselor Program Guide**
- **I may be asked to help as needed during flex periods**
- **Curfew for all counselors is 12:00 AM**

I, the undersigned, have read this CIRCLE CAMPS' COUNSELOR EXPECTATIONS and sign it voluntarily.

By entering my electronic signature below, I affirm that I have read and agree to the terms and conditions in this application.

By entering my electronic signature below, I acknowledge that a background check may be performed on me.

CIRCLE CAMPS FUNDRAISING

Circle Camps counselors are the best ambassadors when it comes to spreading the word about the Circle programs. I understand that at certain times of the year, I will be asked to actively fundraise for Circle Camps.