**Dane County 4-H Camp Junior Director Job Description**

**Purpose:** To guide and support campers and counselors

**Responsibilities:**

1. Lead activity blocks as assigned.

2. Fulfill the role of dining hall supervisor.

3. Lead the announcements at meals, group activities and campfires.

4. Help counselors and campers know what is expected of them and act consistently when enforcing the rules of camp.

5. Be available to all counselors and adult staff.

6. Get to know each counselor and help them become part of the camp “team.” Ensure that no one is left out or teased.

7. Be prepared for rainy days and camper free times.

8. Help campers respect one another, take care of personal property, abide by quiet times, and use table manners.

9. Help with skill sessions when appropriate.

10. Work as a team member of the camp staff by carrying out other responsibilities (e.g. set-up, clean-up, campfire)

11. Act as a positive role model.

12. Promote a positive attitude.

13. Support the planned camping program by actively participating in all activities and guidelines.

14. Seek assistance from the Adult Staff, counselors and camp personnel as necessary.

15. Create and lead water carnival activity block and other activities as delegated.

**Qualifications:**

1. Complete grade 12 as of June 20, 2018.

2. Able to work as a team member with counselors and adult staff.

3. Have experience as a camp counselor in Dane County.

4. Be responsible, friendly, enthusiastic, and willing to learn.

5. Participate in all counselor trainings.

Revised: 1/12/18