

Riviera

The **Camp Counselor** is responsible for planning, leading, and implementing core and non-core programs and experiences for children in a small group setting. They will also be responsible for the general safety and development, growth, and skill achievement of the participants in his/her group. The incumbent will provide high quality outdoor educational and recreational experiences for participants that focus on The Riviera Club core values of caring, honesty, respect and responsibility.

Essential Responsibilities:

- Help write and implement a weekly schedule for your camp group.
- Organize and lead a variety of small and large group activities each week. Activities may include crafts, nature, songs, games, swimming, etc.
- Identify and respond to camper behavior issues.
- Ensure that the site is kept clean, organized, and free of litter.
- Communicate with parents about participant's experiences and report concerns to Camp Leadership.
- Assist in maintaining accurate program records including incident reports, logbook documentation, and daily attendance.
- Know and understand ALL emergency procedures associated with the camp program.
- Know, enforce, and follow all safety guidelines associated with the camp and all program areas. This includes but is not limited to being responsible for your campers' safety and their whereabouts at all times.
- If applicable, maintain constant surveillance of the pool area/body of water, know/review all emergency procedures and respond to emergency situations immediately.

Requirements

Qualifications: *Required*

- Education classes or experience in camp, youth programs, recreation, working with children, or in a related field.
- Ability to lead, plan, organize, and implement program activities.
- Ability to work as a member of a team and the ability to accomplish tasks with little direct supervision.
- Strong organizational and communication skills.

Work Conditions:

- Must have the physical ability to lead and participate in camp activities which include, but are not limited to, hiking, swimming, team building initiatives, physical games, and activities.
- Perform essential program support to camp activities and programs which may include, but not limited to the following activities: semi – reaching to full-reach overhead, crouching, kneeling, shoveling, working in narrow and/or confining spaces underground, overhead, and at ground level, twisting of the waist, shoulders, and legs, and lying on stomach and/or back.
- Must have the ability to physically manage and support children when needed for safety in general camp activities (child weighing 50 - 200 pounds).
- Ability to perform a variety of tasks outdoor in different climate.
- If applicable, remain alert with no lapses of consciousness.
- If applicable, see and observe all sections of an assigned zone of responsibility, with or without reasonable accommodation.

About the Riviera Club

Founded in 1933, The Riviera Club is a private, 501(c)7 not-for-profit Member-owned recreational and social club located on the north side of Indianapolis. A variety of programs are available to Members including US Swimming-accredited swim teams, aquatic and fitness programs, tennis, days camps, dining and other activities, with some offerings open to the general public. The Riviera Club is owned by over 1500 families. Facilities feature four outdoor pools including an outdoor championship pool containing 1,290,000 million gallons of water, 14 outdoor tennis courts, two indoor pools, a fitness center, gymnasium, meeting rooms and a ballroom/dining room. The championship pool is one of the largest in the Midwest.