

## WEKIVA YOUTH CAMP JOB DESCRIPTIONS

**Camp Chairman:** Appointed by FFGC, oversees all policies, final decisions, business matters, nurses, park concerns, dining hall and budget. **Coordinates Volunteers.**

**Camp Director:** Hired by FFGC. Oversees all Counselors and Assistant Director, conducts daily running of camp and camp safety, coordinates all orientations, training and ACA visits, conducts CIT program, works with campers and parents as needed, oversees all evening and special programs.

**Assistant Director:** Hired by Director. Works directly with counselors, conducts trainings, orientations, counselor program schedules, break time, camper management and staff evaluations. Steps in for Director when necessary.

**Fire Circle Leader:** Appointed by the Director and head staff. Assists with inspection, assists with recreation schedule, assists counselors and campers as needed.

**Senior Counselors:** Hired by Director. Responsible for care of own cabin, teach and/or assist in one or more activity areas.

**Junior Counselors:** Hired by Director. Assists Senior Counselor in the cabins and assists campers in program areas.

**CITs:** Hired by Director to assist Senior Counselors in the cabins. Go with and assist campers in program area, attend all CIT trainings and extra events.

### Other Important Jobs at Camp

**Chef:** Hired by FFGC. Responsible for all meals and food-related activities; also responsible for dining hall and dining hall restrooms cleanliness.

**Waterfront Director:** Hired by FFGC. Responsible for all aquatic activities, teaching and scheduling swimming, schedules life guards and pool activities.

**Volunteers:** Coordinated by Camp Chairman. Responsible for teaching specific activity areas.

**Nurse:** Responsible for all camp health care.

**Canteen Coordinator:** Oversees the canteen including restocking and organizing the space.

**Park Rangers:** Oversee maintenance of camp and park property. Should only be contacted by the Chairman or Director.

**Nature and Craft Coordinators:** Hired by FFGC. Oversees all activities and scheduling regarding all crafts, and nature programs (including nature photography)