



## **JOB DESCRIPTION CHAVURAH UNIT HEAD**

### **QUALIFICATIONS:**

1. At least 21 years of age
2. At least three years Resident Camp experience or equivalent
3. Strong Judaic background, knowledge
4. Programming experience for age group that is assigned

### **Supervised By:**

1. Assistant Director
2. Camp Director

### **SPECIFIC RESPONSIBILITIES:**

1. Work with counseling staff to create and implement a comprehensive camp program (daily scheduling; cabin living conditions; cabin, unit, all camp activities; etc.) for cabins geared towards the Chavurah age group.
2. During staff week provide insight and training for Chavurah staff to prepare them. Make sure that staff are prepared and ready to assist their campers, but also understand the line between friendship and care taker (Help with adjusting to camp life, mediating social situations, maintain balance between freedom and supervision, begin to cultivate leadership within campers etc.)
3. Assist counseling staff with special needs and assist in solving problems. Be available to help them resolve issues concerning campers, staff, or administration members.
4. Develop and implement unit-specific evening programs, and special programs for special programs times (rain, cancellations, emergencies, etc.) or supervise and empower cabin staff to develop and implement programs.
5. Act as a program facilitator and to serve as a resource for program ideas specific to this age group and share skills throughout the camp (Help to include your age group seamlessly into all camp activities)
6. Maintain joint responsibility for the health and safety of the camp.
7. Attend and participate in administrative meetings as scheduled. Discuss, Chavurah and advocate for its campers and staff.
8. Meet with counseling staff on individual and group level on regularly scheduled basis, at least twice per week (Be aware that some staff may require more individual meetings than others).
9. Assist in the writing and implementation of the Judaic program for your unit (Purpose being, to make it more fun and age appropriate) which will coincide with the theme structured by the Senior Educator and Camp Director.
10. Evaluate each counselor's performance mid-point and at the conclusion of each session; in writing and verbally to the Assistant Director and Director.