



## **JOB DESCRIPTION RISHONIM 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 Rishonim age group.
2. During staff week provide insight and training for Rishonim staff to prepare them for the age group. Make sure that staff are aware of their needs throughout the day, and be available to assist (adjusting to camp life, mediating social situations, cleanliness, traveling to/from activities, 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. Design and assist in the implementation of special programs for counseling staff use at special program times (i.e. rain, cancellations, emergencies, etc.)
5. Develop and implement unit-specific evening programs, or supervise and empower cabin staff to develop and implement these programs.
6. Act as a program facilitator and to serve as a resource for program ideas and share skills throughout the camp (Help to include your age group seamlessly into all camp activities)
7. Maintain joint responsibility for the health and safety of the camp.
8. Attend and participate in administrative meetings as scheduled. Discuss Rishonim and advocate for its campers and staff.
9. 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).
10. 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.
11. Evaluate each counselor's performance mid-point and at the conclusion of each session; in writing and verbally to the Assistant Director and Director.