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JUNIOR COUNSELOR / ACTIVITY SPECIALIST JOB DESCRIPTION

You have a dual role in camp. You have responsibilities both as a counselor in a camper cabin AND as an assistant at one of the camp activities. When you are not doing one, you are doing the other.

ACTIVITY SPECIALIST

Tamakwa has five activity periods in a day: two in the morning, three in the afternoon. During those periods, you work as an assistant at an assigned activity. Your assignment will be based on a combination of your expertise and the camp's needs to staff every recreational activity area.

At your activity assignment, you will assist the Activity Leader in supervising, instructing, programming, securing safety, maintaining the facility and equipment, and the overall operations of the activity.

Your activity duties often extend **outside** the five periods to supervise or officiate events like tournaments and regattas during campers' free-play.

Tamakwa's activities are all instructional and – in most cases – have their own award levels. Your job is to help carry out this goal, which requires that you be as skilled and self-sufficient as possible in the particular activity. Therefore, you will be using every opportunity to improve your own skills in the area, either by special training sessions or using your own unstructured moments on the job to practice and enhance your own award level.

Half of your identity within the camp family is as a member of your activity staff. By working together, meeting routinely, taking part in staff training, and presenting the activity to the campers in an exciting way, your activity staff affiliation should be a cohesive, organized and fun group experience.

In this **ACTIVITY** portion of your role at camp, you are answerable and responsible to your Activity Leader, who will be giving you feedback and job evaluations periodically throughout the summer.

****OVER****

JUNIOR COUNSELOR

This is the **OTHER HALF** of your role at camp. During all other times of the day, you are a live-in member of a cabin group, with much of the same duties as the Senior Counselor. Tamakwa guarantees 24-hour supervision of our campers. You help supervise your campers during wake-up, meal times, cabin clean-up, rest hour, evening program, and bedtime. From getting them up in the morning and ensuring they're wearing the appropriate apparel for the weather, to bedtime when you help settle them in for the night...you look out for their health, safety, hygiene, enjoyment, and their general interests toward getting the most out of the camp program.

As a member of the general staff, you will be called upon to take on occasional tasks like Night Duty (routine rounds of camper cabins during staff free-time), Tower Duty (stand watch over the lakefront activity), and help in planning and presenting special evening and/or all-day programs.

You are part of a large pool of staff and CIT's who comprise camp's serving crew in the dining hall. On a rotating roster basis, you will occasionally be on duty for the three meals of a given day to serve and clear the camper meals. In a democratic spirit, the premise at Tamakwa is that everyone pitches in to help out here and there with the basic tasks that come with the communal life of a summer camp.

Cabin unity is emphasized at Tamakwa. So, cabin canoe trips, cookouts, and any other cabin activity take priority over your other duties. Canoe tripping – more than any other camp activity – embodies the Tamakwa values of group unity, adventure and resourcefulness. You may be called upon to staff not only **your** cabin canoe trip, but others as well, if need be. You must always be prepared to go with a positive attitude, sometimes at a moment's notice in some rare unavoidable situations. You should not sign a Tamakwa contract if you are unable to live up to this or any part of this job description.

In the **JUNIOR COUNSELOR** portion of your role at camp, you are responsible to your Section Head. That is the person who will supervise your Section, hold section staff meetings, enlist your help in planning special events and give you feedback on your performance through periodic evaluations.

Like every staff member at Tamakwa, as a Junior Counselor you are hired with the hope that you will have a positive and enjoyable personal summer experience. But mostly you are hired to put the campers and the needs of the camp above all other priorities. Usually, it is through that priority – and the satisfaction that you have given to your campers some positive quality of yourself – that you will find the greatest reward and most fun in your summer at Tamakwa.