



JOB DESCRIPTION

Position Title: Junior Counselor	Location: Reno, NV
Classification: <input type="checkbox"/> Full Time <input checked="" type="checkbox"/> Part Time <input type="checkbox"/> Seasonal <input type="checkbox"/> Short-term project	FLSA Status: Non-Exempt
Reporting Relationships	
Reports to: Founder	Supervises: n/a

POSITION SUMMARY: The Junior Counselor assists with the implementation and execution of the many camps and programs offered by Skiing is Believing. This position is responsible for aiding in the supervision of all camp and program participants, ensuring the well-being and safety of all participants, assisting in administering games and activities, and maintaining a fun and safe environment for the participants.

ESSENTIAL FUNCTIONS & BASIC DUTIES:

1. Ensure that campers at all times are supervised and maintain a safe and enjoyable camp environment.
2. Assist Program Coaches and/or Camp Counselors in the execution of the program or camp activity.
3. Interact with parents/guardians during drop-off and pick-up times.
4. Inform Program Coaches, Camp Counselors Independent Contractors or outside coaches, and/or the Founder of any camper and/or staff problems or concerns.
5. Participate in the camp activity of the day.
6. Interact with and supervise children in a group setting.
7. Continually keep children active and engaged in activity.
8. Assist with marketing and outreach of programs to the community.
9. Represent the mission and vision of the Company.
10. Other duties may be assigned.*

KNOWLEDGE, SKILLS AND ABILITY:

- Ability to be patient and understanding when working with children and interacting with parents.
- Enthusiastic and positive attitude.
- Excellent communication skills.
- Ability to learn and enforce the camp's safety and operating rules.
- Ability to maintain attention and high level of energy or excitement for extended periods of time.
- Ability to participate in games, sports, and physical activities.



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EDUCATION AND WORK EXPERIENCE:

- Currently enrolled in high school or junior college, required.
- At least one (1) year of experience as an athlete in a sport or sport(s), preferred.
- At least one (1) year of experience working with children and in a role that supervises children, preferred.

CERTIFICATES AND LICENSES:

- Basic First Aid and CPR certification, required.

PHYSICAL/MENTAL DEMANDS:

Physical Demands: The essential functions of the position require:

- **constant** standing, walking, talking and hearing;
- **frequent** running, jogging, balancing, squatting, plyometric movements, repetitive use of both hands, grasping in both hands, and finger dexterity in both hands, repetitive use of both feet, bending over, lifting/carrying of up to 25 lbs., pushing/pulling, near/far visual acuity, depth perception, field of vision;
- **occasional** reaching overhead, stooping, crouching, kneeling, and driving a vehicle.

Mental Demands: The essential functions of the position require the ability to read and write simple material, perform simple math calculations, and the ability to perform simple and complex tasks; perform clerical functions, compile and analyze information; coordinate and create activities, supervise and instruct others; follow instructions, influence others, meet time requirements, problem solve through use of independent judgment and decision-making skills.

WORKING CONDITIONS:

The noise level in the work environment is usually moderate to loud and the employee usually works in an outdoor environment. Work may entail the use of computer equipment. The employee works alone, with others, around others, with verbal and face-to-face contact. Ability to work a flexible schedule including weekends, evenings and holidays

*The statements herein are intended to describe the general nature and level of the position, but are not necessarily a complete list of responsibilities, duties and skills required of employee(s) so classified. As such, responsibilities, duties, and required skills may be changed, expanded, reduced, or deleted to meet the business needs of Skiing is Believing. Skiing is Believing abides by employment at-will, which permits the Company to change the terms and conditions of employment with or without notice, including, but not limited to termination, demotion, promotion, transfer, compensation, benefits, duties, and location of work. Neither this job description nor any other written or verbal communications are intended to create a contract of employment or a promise of long-term employment. Employment-at-will may be terminated with or without cause and with or without notice at any time by the Employee or by Skiing is Believing.



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I have read, understand and accept this job description as defined above.

Employee Name (please print)

Date

Employee Signature

Job Description Approved by: <u>The Founder</u>
Date Approved: <u>10/26/21</u>
Revision Approved by: _____
Date Approved: _____