



Role Description

Title:	TPOC Counselor-in-Training (CIT)		
Department:	Timber Pointe Outdoor Center		
FLSA Status:	Exempt		
Immediate Supervisor:	TPOC CIT Supervisor	Direct Reports (Y/N):	No

Program Objective:

Timber Pointe’s 5-week CIT program teaches young people (ages 15-17) what great leaders do and say and gives them opportunities to practice this in a fun, safe, and positive environment while impacting the lives of children with disabilities and challenging illnesses! CITs will learn the skills necessary to be positive role models and intentional helping hands alongside experienced camp staff members and future camp/recreation/youth development leaders.

The first week will be spent alongside camp Counselors, Program Staff, and Specialists learning and growing during our “All-Staff Development Week,” which will include teambuilding and bonding activities, as well as training on the following topics:

- Emergency procedures
- Behavior management
- Specific disability overviews
- Sensory needs and integration strategies
- Diversity, inclusion, and adaptation
- Conflict resolution
- Following a schedule/time management
- Personal care and transferring
- Communication and feeding techniques
- Safety and supervision policies
- Transitional activities
- Child abuse prevention and reporting
- Dealing with homesickness
- And more!

The next four weeks will be spent putting this knowledge into action by supporting, supervising, and nurturing campers and their development alongside experienced camp staff members (ages 18+). Each CIT will spend three of those weeks assisting assigned counselors with their designated campers and receiving coaching/mentorship from the counselor role/perspective, and one week working with Program Staff to experience and support the preparation, facilitation, and clean-up of adaptive camp activities. Throughout their entire experience, CITs will be led by a CIT Supervisor, who will ensure their health, safety, and welfare, as well as provide feedback and strategize with CITs on methods to improve their skills and performance

All Easterseals team members are required to be fully vaccinated against COVID-19. Team members hired after February 28, 2022, will be required to be fully vaccinated and provide documentation of their vaccination or receive an approved medical or religious exemption prior to their first day of the CIT Program. Participants with approved exemptions are required to complete weekly COVID-19 testing and submit negative COVID-19 test results prior to their arrival on camp grounds



CITs will receive a weekly stipend of \$150/week. CITs are required to live on-site during the program but may leave during break times. Meals will be provided (we are inclusive/accommodating of any dietary restrictions), and a refrigerator/microwave will be available for use as well. Cabins are climate-controlled, and laundry facilities are available on-site. In addition, CITs may use watercrafts (canoes, kayaks, etc.) and the pool during off-times if there is no programming running and all camp policies regarding the use of these areas are followed.

Counselor-in-Training Program Dates:

Counselor-in-Training: *May 28th-June 30th, 2023. The first camp session begins June 4th. CITs must begin on the program start date and be available for the entirety of the dates listed. CITs are required to attend our All-Staff Development week prior to the camp season, which will be held May 28th-June 2nd.*

CITs will receive at least one full day off per week (Friday evenings-Sunday mornings), and additional times off depending on which programs are running that week (Partner Camps, TPOC Overnight/Day Camps).

Role Functions and Expectations:

- Communicate orally and in writing with campers, staff members, and supervisors
- Live with campers of all ages and abilities in a cabin, helping them adjust to camp life and grow in understanding of other campers and the dynamics of community living.
 - A staff member age 18+ must be present at all times when CITs are with campers.
- Participate fully in the camp and CIT program, including but not limited to assisting with activities, managing behavior, following the daily schedule, attending ongoing training, engaging with campers during “down times,” and putting an enthusiastic effort into camp traditions, dress-up days, camper awards, songs/cheers, etc.
- Support assigned counselor(s) by assisting in the supervision of campers, including wake-up, cabin clean-up, meals, rest time duty (as assigned), daily activities, bedtime routines, and nighttime duty (as assigned). Assist campers as needed with personal care, transferring, toileting, dressing, and other activities of daily living.
- Nurture campers’ development, self-esteem, and independence in areas including but not limited to behavior, social interaction, and emotional regulation.
- Contribute to providing a physically and emotionally safe environment for campers and team members where they feel comfortable trying new things and communicating concerns. Set campers up for success, recognizing that success looks different for each individual.

Marginal Responsibilities:

- Attend a mandatory training (“Staff Development”) at the beginning of summer, where CITs and staff members will learn and retain information presented in a variety of learning environments and participate in role-play scenarios in a variety of camp locations.
- Assists with set-up, decorating, and clean-up of camp.
- All other duties as assigned to best ensure the success of Camp

All Easterseals team members are required to be fully vaccinated against COVID-19. Team members hired after February 28, 2022, will be required to be fully vaccinated and provide documentation of their vaccination or receive an approved medical or religious exemption prior to their first day of the CIT Program. Participants with approved exemptions are required to complete weekly COVID-19 testing and submit negative COVID-19 test results prior to their arrival on camp grounds



Education/Experience Requirements

- Age 15-17 on or before May 28th, 2023.
- CIT applicants do **not** need to have prior experience working with individuals with disabilities. We will teach and train these skills, so all we need is a willingness and passion to learn them!

Competency Requirements

- Sincere interest in working with children of all ages and abilities as a positive role model.
- Emotional and physical stamina to joyfully and enthusiastically engage with a community of campers, CITs, and staff for five weeks in an overnight summer camp environment.
- Patience, willingness to learn, integrity, flexibility, enthusiasm, and self-control.
- Ability to understand, follow, and learn to role model Timber Pointe Outdoor Center policies and procedures and to utilize strategies/tools taught during training for personal/professional development and interactions; ability to seek/accept supervision and guidance.
- Accepting of differences in ability/religion/ethnicity/culture/race/gender/sexual orientation and/or other diversities. Willingness and ability to treat all campers, staff, and fellow CITs fairly regardless of background/preferences.

Physical Requirements

Due to the fast-paced schedule, stimulating sensory experience of large-group living and dining, and emotionally/physically demanding role of supporting campers and camp activities, all team members must have the physical, cognitive, and mental ability, as well as strength and endurance to perform all functions and expectations listed. Additional Physical Requirements include:

- Ability to independently navigate, participate in and provide supervision to active/outdoor activities (must have the ability to push, lift, pull, or carry 50 pounds or more). Activities are spread out over Timber Pointe's 170-acre facility.
- Perform all essential functions listed above while, with the support of the CIT Supervisor, demonstrating the emotional resiliency to handle stressful situations appropriately and be capable of "self-management" of his/her/their own conditions with reasonable accommodations which can be made without altering the requirements of this role.

Program Environment

- Outdoor camp environment with exposure to all types of weather and conditions, including extreme heat, cold, snow, rain, and specific environmental realities (humidity, wind, bugs, lake water, etc.)
- Reside in camp cabins in a bunk-bed with limited privacy and infrequent, minimal access to technology (internet, cell phone, etc.).

All Easterseals team members are required to be fully vaccinated against COVID-19. Team members hired after February 28, 2022, will be required to be fully vaccinated and provide documentation of their vaccination or receive an approved medical or religious exemption prior to their first day of the CIT Program. Participants with approved exemptions are required to complete weekly COVID-19 testing and submit negative COVID-19 test results prior to their arrival on camp grounds