CAMP STELLA MARIS
JOB DESCRIPTIONS (Updated 10/2025)

POSITION: **PERMANENT ROVER – Seasonal Exempt**

Salary: $375-$425/week

Reports directly to Summer Camp Director.

JOB OVERVIEW:

In absence of cabin counselor, assist in supervising and mentoring a cabin of 10-14 campers, providing leadership and guidance during activities, meals, and nighttime. Participate in camp programs while maintaining camper supervision and ensure camper safety throughout their stay. Rovers are the 'Jack of all trades', with the job responsibilities tailored to the needs of camp and the strengths of the staff member.

RESPONSIBILITIES:

Prior to the start of camp:

1. Maintain open communication with Summer Camp Director and management team.
2. Complete all necessary paperwork and submit by assigned deadlines.
3. Attend and actively participate in New Staff Orientation (if new), Open House and Pre-camp Orientation/Training week.
4. Acquire area appropriate certifications.

While camp is in session:

1. In absence of cabin counselor, assist co-counselor in supervision of assigned cabin (typically 10-14 campers).
2. Provide strong leadership and guidance to campers within assigned cabin, program areas, meals, and assigned sleeping cabin.
3. Participate in general execution of camp's programs.
4. Supervise and assist in camp housekeeping duties.
5. Per NYSDOH Children's Camp Safety Plan:
   a. Supervise campers such that they are protected from any unreasonable risk to their health or safety, including physical or sexual abuse or any public health hazard.
   b. Always maintain visual or verbal communications capabilities between camper and counselor during activities and a method of accounting for the campers' whereabouts.
6. Keep open communication with supervisors (Area Director, Head Counselor etc.).
7. Assist Management Team, Head Counselor, Program Director, or Marketing Director with various tasks (i.e., coordinating campfires, setting up program, hospital runs, working in store, photos, etc.)
8. Maintain regular working hours and assignments as rest of residential staff.
9. Maintain clean safe living quarters.
10. Other duties as directed.

OTHER:

- Abide by and enforce all Camp Stella Maris policies and regulations.
- Must adhere to all applicable federal and state laws and regulations including, but not limited to, those governing confidentiality, privacy, program, billing, and documentation standards.
- All duties must be performed in accordance with CCDR's corporate compliance and ethics program.

QUALIFICATIONS:

1. Minimum of 19 years of age.
2. Prior experience working in camp environment or equivalent experience.
3. Valid driver's license preferred.
4. Efficient and organized.
5. Proven ability to adapt to new situations.
6. Possess high moral character.
7. Ability to relate well and communicate with people of all ages (campers, staff, parents).
8. Ability to supervise and organize children and adults.
9. Ability to establish and maintain positive work relationships with fellow staff.
10. Emotionally mature and stable.
11. Belief and commitment to camp's policies and philosophy.

Camp Stella Maris is an Equal Opportunity Employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. All employment decisions are based on qualifications, merit, and business needs. The purpose of this job description is to describe the essential job functions and the level of work performed by individuals assigned to this position. This description is not an exhaustive list of all job duties performed by this position. Management reserves the right to modify, add to, or remove duties from jobs and to assign other duties as necessary.