



**Title:** Day Camp Junior Counselor (2024)  
**Classification:** Volunteer  
**Department:** Programming  
**Reports to:** Program Director (Education & Camp)

**Position Summary:**

The Junior Counselor plays an important role in making the camp experience at Living History Farms a fun educational experience! Junior Counselors actively assist Staff Counselors to provide a positive, inclusive, engaging, fun, supportive learning environment, where all feel welcome and valued. Junior Counselors act as role models for campers, while learning and developing their own leadership, creativity, and communication skills.

**Duties:**

- Model and reinforce camp appropriate behavior with campers.
- Assist campers with activities as part of learning experiences and visits to historic sites.
- Lead campers in games as needed, including at check-in in the morning and check out in the afternoon.
- Be a listening ear and keep the staff counselor informed.
- Help staff counselors in gathering and preparing materials for the day.
- Help staff counselors to supervise campers during transition times, such as when traveling between camp sites or to visit a historic area, walking to restrooms, during handwashing times, between activities, and when refilling water bottles.
- Assist in cleaning up during and after activities, such as washing dishes, wiping off tables, picking up scraps from the floor, putting crayons/markers back in boxes, etc. and reminding campers to assist in clean-up.

**Expectations:**

- Attend a group interview in April and a training session in May or early June.
- Read and regularly review all required training materials, especially the Junior Counselor Handbook.
- While volunteering, be a positive role model in what you say and do.
- Through your actions, behaviors, and speech, you will uphold and support the museum's Mission Statement, Vision Statement, and Code of Conduct when at Living History Farms.
- Follow, abide by, and comply with all policies and program guidelines, including safety regulations, cell phone and social media policies, camp dress code, and being on time for your scheduled shift.
- Be supportive of your lead counselor in their expectations for campers.
- Respect the confidentiality of sensitive information.
- Feel free to ask for assistance, help, or guidance from your staff camp counselor, Education Program Coordinator, or Department Director.
- Regularly check the Volunteer Trello Board for important announcements, training resources, reading materials, and general museum information and updates.

**Qualifications:**

- Must be going into 9<sup>th</sup> – 12<sup>th</sup> grade in the fall. If you are 18, you must pass a background check.
- Enjoy working with children.
- Be dependable, punctual, and able to follow through on tasks.

- Energetic, outgoing, willing to learn and try new things, flexible to changes, and have a desire to share in the camper’s excitement.
- Truly enjoy and like being outside and in nature. Most camp activities are outside, and most camps include a creek experience.
- You should have the ability to move, carry, and/or lift items as needed for camp. You’ll be walking distances as you engage in activities around our property.

**Schedule:**

- During camp:
  - Your volunteer day during camp will be generally Monday-Friday, 8:40 am - 4:10 pm.
  - No camp on these dates: Mon., June 17, 2024 (Juneteenth holiday) and Th./Fr., July 4-5, 2024 (Independence Day holiday).
- Cancellations:
  - While rare, occasionally a camp may be cancelled due to low registration. When this occurs, junior counselors may be moved to a different group during the same week, if possible, or their week may be cancelled.
- Reminders
  - New Junior Counselors may volunteer 2 weeks during the summer. Experienced Junior Counselors may volunteer more than 2 weeks.
  - Where you are placed, and with what age groups, will be made based on the needs of the day camp program, interview results, and prior experience.
  - Junior Counselors are intentionally not placed with friends.

**GENERAL INFORMATION:**

Living History Farms’ Summer Day Camp sessions typically run Monday – Friday, from 9:00 – 4:00 daily. Each day camp group will spend time during the week at a different historical site at the 500 – acre, open – air museum. Camp activities include projects, activities, crafts, and games that reflect various time periods: 1700 (Native American), 1850, 1876, 1900 and today.

Living History Farms’ Day Camp program is accredited by the American Camp Association (ACA), the only nationwide organization that accredits all types of organized camps. ACA accreditation verifies that a camp has complied with up to 300 standards for health, safety, and program quality. Visit <https://www.lhf.org/day-camp-2/> for details about day camp.

Living History Farms is an interactive outdoor museum which educates and connects all people to the many stories of Midwestern rural heritage. It is a private, not-for-profit organization on 500 acres located in Urbandale, Iowa. Historical interpreters recreate the daily routines of early lowans on three farm sites spanning the years 1700-1900 and an 1876 town. The season typically runs approximately May – October. For more information, please visit <https://www.lhf.org/>.

Living History Farms is among the elite three percent of national museums accredited by the American Alliance of Museums (AAM), the only organization representing the entire scope of the museum community.

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