

# Diocese of Sacramento Job Description

**Department:** Office of Youth and Young Adult Ministry, Camp Pendola  
**Location:** Sierra Foothills  
**Position:** Camp Counselor – Family Camp  
**Category:** Non Exempt – Full-Time  
**Status:** Temporary Term from Mid-June to August



**Pendola Center**  
Catholic Diocese of Sacramento

## Overall Responsibilities:

Assist families in having a great experience of camp at Camp Pendola by cleaning, cooking, and teaching special programs (archery, nature, arts & crafts), setting up activities for families promote a positive spiritual atmosphere in the great outdoors.

## General responsibilities:

1. To identify and meet camper needs.
2. To carry out camp activities with safety precautions.
3. To fulfill other staff administrative roles including assisting in the kitchen and cleaning

## Type of Position:

- Seasonal

## Essential Elements:

- Ability to communicate and work with campers of all ages and provide necessary instruction.
- Visual and auditory ability to identify and respond to environmental and other hazards related to the activities.
- Ability to hike 5 miles of uneven terrain.

## General Responsibilities:

- Guide family campers in participating successfully in all aspects of camp activities.
- Encourage compliance with Camp Health and Safety Regulations.
- Assist in cleaning all common spaces including dining room, activity areas, and restrooms/shower houses.
- Set a good example for campers and others, including cleanliness, punctuality, sharing clean-up chores, sportsmanship, and table manners.
- These are not the only duties to be performed. Some duties may be reassigned, and other duties may be assigned as required.

## Qualifications:

- Catholic in good standing with the Church
- College student or equivalent, or at least 18 years of age and a high school graduate
- Current lifeguard, First Aid And C.P.R. for the professional rescuer certification or ability to pass (includes CPR w/AED and first aid)
- Basic wilderness first aid certification desirable
- California food handler certificate required.

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Signature of Employee

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Date

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Signature of Supervisor

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Date