



## *Head Instructor Overview*

Teaching is holds a central role in Camp Arowhon's philosophy. As an instructor, your role is to teach and inspire campers to want to excel at your activity. As a head instructor, you will become synonymous with your activity for the summer, meaning that your relationships with campers will have impactful consequences on the success of your activity. Since campers get to choose the activities they attend daily, it is up to you to craft your lessons in such a way that campers have a blast while learning so that they want to participate fully and even return the next day!

At Arowhon, we also value the importance of strong relationships between campers and staff. To create these meaningful bonds with campers, you must think of your job as continuing outside of your instruction time. Your success or failure with not hinge on the skill you possess at your activity. Rather, on connecting with campers, patience, humility, and ability to grow from feedback.

## *Responsibilities*

As an instructor you could be faced with a wide variety of demands, making it impossible to truly list all of the duties that one will have. The following is a list of general responsibilities for all instructors.

### **Essential Responsibilities**

The following is a list of the key duties of every head instructor:

- Supervision of campers
- Planning and running of safety conscious lessons at activity for all four periods and general
- Observation, coaching, and evaluation of assistant instructors and specialists
- Senior staff night duty and Dirty Dog (overnight supervision) as assigned
- Attendance at all meals
- Attendance at staff meetings

### **Other Responsibilities**

The following list will help you better understand your role, however, note that this is not an exhaustive list of possible responsibilities.

- Providing regular informal feedback to assistant instructors, specialists, and LITs (Leaders in Training)
- Keeping track of and ensuring proper use of equipment
- Attendance at evening activities several times a week to socialize with campers and staff
- Sitting with campers during some meals to bond with them and promote your activity
- Helping put a cabin to bed and attending their "cabin circle" several times a week
- Reporting any camper issues to the counselling team
- Using the staff assigned to your activity while being cognizant of their skill level and confidence
- Performing skits in the Main Lodge at meal time to promote your activity
- Spending time outside of regular programming with campers working to achieve high class awards in your activity

## The Daily Schedule

At camp, everyday (except Sundays and Special Days) follow the same routine. Camper bedtime ranges from 9:15 to 10:30 depending on the campers' age.

7:25	Wake Up
8:00	Breakfast
8:30	Cabin Clean-Up
9:50	1st Period
11:00	2nd Period
12:00	General
1:00	Lunch
2:00	Rest Hour
3:00	3rd Period
4:10	4th Period
5:10	Staff Hour
6:10	Dinner
8:00	Evening Activity
9:00	Camper Snack
11:00	Staff Snack

## *Tools*

It is crucial for an instructor to be able to connect with campers to be able to teach them effectively. During pre-camp, instructors are trained to use the following techniques and many more to connect with, teach, and inspire campers.

### **Validation**

Arowhon staff practice accurate and honest validation. We tell the campers what they do well so they feel good about themselves and continue the good behaviour. You could call this the “carrot” approach. At activities, it is important that campers feel they have improved their skills after every lesson, even if the improvements are minor.

### **Active Listening**

This is the skill of drawing out a camper in a caring manner, and it is central in forming strong bonds with campers. Key phrases that you will hear are “tell me more”, “how does that make you feel,” and “that is completely normal.”

### **Evaluation**

Three times per summer, supervisors formally evaluate each of their staff. As a head instructor, you will be writing and delivering evals to your staff and receiving evaluations from your Program Director. During these conversations staff are encouraged to reflect on their strengths and weaknesses and devise growth plans to improve their counselling skills.

### **In-Services**

After pre-camp, we offer ongoing training during in-service meetings, where we address challenging camper problems. These are a fantastic opportunity to ask questions, voice concerns, collaborate with fellow counsellors (and decompress with a slice of cake!)