



Rotary Eighth Grade Counselor Roles and Job Description
Rotary Eighth Grade Adult Mentor Roles and Job Description

REGL I – September 11 – 13, 2020; and REGL II – September 18 – 20, 2020

Overview:

The Rotary Eighth Grade Leadership (REGL) **staff consists of Counselors and Adult Mentors**. They are both an integral part of the REGL program. The **Counselors** are recent graduates of Camp RYLA who volunteer their services and skills to support REGL for the full session. After a review of the applicants by the REGL program coordinators and staff, and program instructors Rochelle and Dean Whellams, we select the final group of counselors. They are a critical part of the REGL staff.

The **Adult Mentors (Mentors)** are live-scanned volunteers selected by the REGL Operations Staff to help with the residential program at Grizzly Creek Ranch. They are needed to help as REGL staff members, coach and offer support to the counselors, provide adult supervision, and actively participate in the REGL program with the students. (The one exception to participation will be during the ropes course day when there may only be enough space for the 8th graders and the counselors. However, watching all the students on the ropes course and cheering them on is just as much fun!)

Roles and Job Description:

Enthusiasm and dedication to working with youth are key characteristics of both the REGL Counselors and Adult Mentors. Creating a welcoming environment and a safe place for our young 8th graders is also very important. Also, essential will be giving clear, timely instructions and guidance to keep our REGL students on schedule for meals, programs and activities, to be in appropriate attire, and when they need to be in their cabins!

You will be assigned to Work Groups and to Cabins each with a different set of 8th graders. A Work Group will consist of approximately 9-10 REGL students, while a cabin of the same gender may have up to 10 students.

Communication skills – both the ability to listen and speak – are critical to success. REGL Counselors and Mentors are the gateway for REGL students to experience positive role models that exemplify the ideals of Rotary - ethical behavior, the Four-way test and Service Above Self. This is demonstrated in the commitment of your time and energy to achieve an exceptional REGL experience. REGL Counselors and Mentors receive a brief, fun training from Dean and Rochelle in small group facilitation, effective communications, and then have the opportunity to put these skills into action throughout the 3-day session.

The Counselors are expected to take the lead in the workgroups, and enthusiastically engage in conversation, initiate activities, and provide oversight and guidance to students. They should approach activities with an open mind and be willing to grow themselves. The ability to be flexible and work

cooperatively with others is a must. They should also be able to give constructive feedback to REGL staff and instructors.

Mentors will be fully engaged as participants in workgroups, but as mentors we ask you to serve as coach, support, and backup to the Counselors. This is an important opportunity for our Counselors to “walk their talk” and to demonstrate their leadership and fellowship skills in their assigned Work Groups.

1. Participation – Counselors and Mentors are expected to take an active role throughout the weekend. Be willing to communicate, energize, and participate with the students, and also know when to be quiet and give room to the REGL students to grow, learn, and express themselves. The Ropes Challenge Course guided by Sierra Nevada Journeys may only have room for the REGL students and the Counselors.
2. Facilitator – Counselors will be asked to discuss and debrief presentations and activities with their Work Group. Some facilitation tips:
 - a. Create a safe environment, acknowledge them for sharing, respect all opinions, be non-judgmental and say “thank you.”
 - b. Everyone is learning and new to this experience. Don’t dodge serious issues with humor or by changing the subject.
 - c. Limit advice giving. This will be difficult at times. Let the group come to their own answers.
 - d. Don’t rescue students who are struggling with their thoughts or emotions. Let them work through it and remain supportive and positive.
 - e. Silence is golden.
 - f. Pay attention to any quiet students; they are more than likely listening and processing the information.
 - g. Give everyone a chance to share before hearing from anyone twice.
 - h. Always change the order for who shares.
 - i. Ask open-ended questions – What did you notice? What did you think was going on? How did that make you feel?
3. Mentor – Mentors will be asked to offer assistance to the Counselors as needed. We suggest the best role to be is a both coach and cheerleader and focus on the success of the Counselor’s actions. Coaching is asking questions that tap into their experiences and logic, so they find the best answers themselves, while cheering them on gives encouragement and support. Consider how to guide the Counselors through the thinking process, versus telling them what needs to be done.
4. Presenter – Counselors will lead activities with their workgroups. For the cabin groups, discussion questions will be available. Either the Mentor or the Counselor can lead this discussion.
5. Role model/leader – Counselors and Mentors will be expected to set an example for students in the way they interact with students, other counselors, mentors, instructors, REGL staff and Grizzly Creek Ranch.
6. Observer – Both Counselors and Mentors will be asked to be observant of the students so that if issues arise they can be addressed.
7. Grizzly Creek Ranch Camp guidelines/rules – REGL Program coordinators will outline and request students to make a commitment in following Grizzly Ranch Camp guidelines/rules. Counselors and Mentors will be responsible for overseeing the campers’ commitments to follow camp rules

as needed. If necessary, refer concerns to the REGL instructors or camp directors for further action.

8. Coordinator – Coordination between students, workgroups, Counselors, Mentors, REGL camp directors, instructors, and medical person as needed.
9. Adult Mentors – Mentors will have direct responsibility for a cabin consisting of approximately 8-10 students of the same gender. Counselors will also be assigned to cabins. Mentors will sleep in the same cabin as the students, but in a separate room.
 - a. Assist the students in acclimating and bonding with their cabin-mates as quickly as possible.
 - b. Ensure that students are at meals and programs/activities on time and in appropriate attire, including nametag.
 - c. Ensure your students are in their cabins and quiet by lights-out time. It is important that they get sleep, as it will be a long and very active three days.
 - d. Ensure that your cabin is locked at all times when you are away. If students need to enter the cabin, make sure you go with them, or they do it in pairs (at least). Do not give the key to just one student. Have them return the key to you.
 - e. Collect cell phones at the first cabin meeting on Friday afternoon. Students may request to use them for emergency calls only. Place the cell phones in a secure location. At the opening session, the REGL Instructors will discuss this issue with all campers.
 - f. First Cabin Meeting – Introduce yourself, and let others introduce themselves. Select beds, explain showers, determine wake times and use of alarms. Collect cell phones and store in a safe place. Discuss snacks, cleanup and storing of snacks. Pass out T-shirts, workbooks, and backpacks. Water bottle will be available for those who do not bring their own bottles. All medication must be given to the camp nurse upon arrival at the camp.

Orientation and Training:

1. Counselors and Mentors are to arrive at Grizzly Creek Ranch Camp by 10:15 AM on Friday (September 11th or September 18th).
2. If Mentors are also drivers transporting REGL students, we will have a Rotarian “wrangler” on hand with activities for your students.
3. Orientation and training from Dean and Rochelle will take place at Grizzly Creek Ranch on Friday morning from 10:30 – 11:30 am. This will include: roles and responsibilities, facilitation training, Youth Protection Policy and Procedures, team building, and the Ropes Course overview. Some of this time will be for the Counselors and Mentors to become acquainted with each other, find their cabins, become familiar with the camp layout, and be ready for the student’s arrival.

Important note: The REGL Counselors, Adult Mentors, and REGL Program Coordinators are not trained to provide psychological assistance to campers and should never attempt to do so. Counselors can provide an avenue for campers to discuss insights and issues in a safe environment. REGL Counselors should immediately advise the REGL camp directors or REGL instructors of problems or issues needing adult involvement to determine if an appropriate action or assistance should be provided.

REGL Non-Discrimination Policy - REGL is committed to providing all students with a safe and supportive environment free from discrimination on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, or sexual orientation in all of its activities and operations.