



**TLA SUMMER PROGRAM
CAMP COUNSELOR & ACTIVITY LEADER**

TLA Summer Programs are seeking energetic and motivated individuals to work at the TLA Summer camp at California State University Channel Islands. The position involves supervising and caring for international teenage campers, ensuring their safety and well-being, facilitating activities, and acting as a positive role model.

About Us

The TLA Summer program provides international students ages 13 – 18 with an opportunity to improve their English language skills while making new friends and exploring American culture. We achieve our mission by delivering engaging, creative English classes, and providing a well-organized and carefully planned schedule of excursions and campus activities, administered by a caring, dynamic team of teachers, counselors, activity leaders and administrative staff.

Key Responsibilities:

Serving as a resource for international students

- Meet and greet arriving students. Foster a cheerful atmosphere.
- Help enforce house rules (noise, no smoking, no alcohol, meal hours, conduct and respect for other guests, wrist bands etc.)
- Assist residents who are adjusting to their new living and learning environment by providing information about the campus and the program.
- Be familiar with resources available on campus and provide information as necessary/appropriate.

Developing Relationships with the international students

- Establish friendly relationships with TLA international students. Learn individual student names, and address them by their first name whenever possible, using exclusively the English language unless otherwise instructed by a program Director or if translation is needed for emergencies.
- Express genuine interest and concern for international residents by being available, approachable, and accessible.
- Interact with resident individuals and in groups. Follow-up with students regarding academic, personal, language, and cultural issues.
- Interact with students during meals and activities.

Providing Active Leadership

- Encourage positive interpersonal relationships between international students.
- Enforce the “English only” rule and encourage participants to practice their English skills.
- Execute program of events as directed by the TLA directors. Accompany students on excursions and actively partake in sport and evening activities.
- Provide cultural information about California, excursion destinations and lifestyle in the US.

Creating a Safe and Pleasant Environment

- Respond appropriately to concerns as they occur, and you become aware of them.
- STRICTLY monitor that NO alcohol or drugs circulate in both the school and the residence.
- Immediately report all concerns to the manager on duty.
- Enforce curfew according to TLA rules.

Acting as a Team Member

- Work with fellow R.As. and TLA Directors to develop on campus projects.
- Participate in regular staff meetings.
- Enforce all policies in a consistent and timely manner.
- Report all safety and security issues appropriately and swiftly.
- Contribute to a rotating duty schedule with fellow R.A., as directed by TLA coordinator.
- Participate enthusiastically and actively in afternoon or evening activities.

Logistical Management

- Monitor student during off campus excursions by following trip manifests ensuring that all students are accounted for at each stop.
- Establish meeting points during excursions and practical information about the destination.
- Follow company procedures for emergency situations that may arise during the excursion.
- Report any issues with transportation including delays and mechanical problems.
- Meet and greet new arrivals and assist with departures. Airport work may be required.

Engagement Dates

The program dates are Jul 02-August 03, 2025. You will be required to attend paid training sessions prior to the program as requested by the Program Director.

Job Type:

TLA is an equal opportunity employer. This is a Contract Position and you are hired as an independent contractor. The position does not provide vacation pay, benefits, overtime, training allowances or pension contributions. This agreement does not constitute an offer for employment after August 2, 2025.

Compensation

\$20 per hour for Los Angeles work and a flat weekend per diem will apply to those who are selected to travel to Las Vegas.

Workload

We expect all camp counselors to work between 30-50 hours per week including weekends as needed. Must be available to travel to Las Vegas for a 3 day / 2-night weekend trip with the guests if scheduled.

DAYS OFF

One full day off per week. Days off will be determined by the Program Director.

DRESS CODE

Staff members are required to wear TLA uniform (TLA shirt and trousers/shorts) whenever on duty. The polo/t-shirts will be provided by TLA. You may wear beige, navy blue or white khakis pants or knee-length Bermuda shorts. Tank tops, Tee shirts, sleeveless shirts and torn jeans or tops are not permitted. Please only sneakers, boat shoes or docksides. Flip-flops and high heels are not permitted.