



### **Counselor Job Description**

The basic responsibility of the GEMS counselor is to develop a loving, nurturing relationship with the six to eight girls who are members of her small group at club. The counselor is to nurture, teach, guide, enjoy, and model Christ-like love for her girls.

In addition, counselors should:

1. Understand the primary goal of GEMS Girls' Clubs: to help bring girls into a living, dynamic relationship with Jesus Christ.
2. Develop a basic understanding of the overall GEMS program.
3. Understand that Christianity is more often "caught" than taught; thus, to be able to help bring girls to Christ, you must model the kind of relationship with Christ and with other counselors that girls admire and want for their own lives.
4. Understand the developmental stages of the age level of girls with whom you are working.
5. Be prepared for each meeting with your girls.
6. Establish and lovingly and consistently enforce club rules.
7. Share the truth of Scripture with enthusiasm and passion.
8. Treat each girl as an individual, developing a loving relationship with every girl in your small group.
9. Use integrity at all times.
10. Be honest and open with girls, appropriately sharing your own personal experiences.
11. Have fun with your girls! Enjoy your shared experiences.
12. Develop supportive and encouraging relationships with the other counselors in your club.
13. Regularly attend counselor meetings.
14. Develop a positive relationship with the parents of all the girls in your small group - keeping them informed of what is happening in club.

15. Know, understand, and adhere to the child abuse prevention and protection policies of your church or Christian organization.
16. Stay informed of club news, attend club meetings, and read *Cable* (counselor newsletter) as well as other communications that are mailed to you from the GEMS Girls' Clubs Service Center.
17. Annually attend counselor training opportunities, including area-wide training workshops offered through the ACTS Program, Regional Retreats, and the Annual Counselors' Leadership Conference.
18. Pray regularly for your girls, the other counselors, your Club Coordinator, and the international ministry of GEMS Girls' Clubs.