



Tzevet Expectations and Job Description ROSH EDAH (Unit Head)

Updated Nov. 2021

Specific Responsibilities of a Rosh Edah:

- **Living:** All *Rashei Edah* live in the *Moshav*, our village of 2 person platform tents, exceptions may be made for Rosh JOLI or married staff. You will be present with the all *ohelim* in your *edah* during wake up, bed time, *nikayon*, *t'filot*, *Zman edah*, *peulat erev*, and meals.
- **Masa:** *Rashei Edah* should expect to go on 3-4 *Masa'ot* to provide supervision, programming, and instruction on *Masa* soft & hard skills, *limmudim*, and *t'filot*.
- **Daily Tasks:** You oversee the training and supervision of all the counselors in your *edah*. This includes: training staff during *Shavuah Hachanah* (staff week), dividing the counselors into *Va'adot* (programming committees), overseeing the *Va'adot's* program development & implementation to ensure all *peulot* (programs) are fun, exciting, safe and in alignment with Rockies' educational goals, observing co-counselor working relationships & implementing staff bonding activities, providing feedback and problem solving when challenges arise, and scheduling staff as needed. You are expected to meet with individual staff members 1-on-1 at least 4 times throughout the course of the summer, and you are the point person for all aspects of your *edah* including staff, campers, and programs.
- **Supervision:** Your supervisor will be the Camp Life Director, and you supervise all *Ohel tzevet* in your *edah*. You will work closely with *Rosh Chinuch* and all *anaf tzevet* assigned to your *edah*.

Ongoing Training: All Rashei Edah are required to...

- Attend the **weekly all-staff** meeting unless on *shmira*, attend daily *Hanhallah* meetings & **lead daily meetings** with your *edah tzevet* in order to communicate important information from *Hanhallah*, review programming, discuss upcoming events and camper/staff wellness.
- Attend **weekly group training** for 1-2 hours a week as assigned by the Camp Life Director.
- **Participate actively in staff programming**, including weekly *Shabbat Limmudim* and evening programming.

Supervision and Time Off:

- All *Rashei Edah* should expect **one hour off during the day**. You are expected to attend all *tzevet* meetings during the day and assist your *tzevet* with program development and implementation.
- *Tzevet* have **most evenings off** (except nights as *Rosh Shmira*) from once the campers are asleep. *Shmira* ends around 12:00 AM, and curfew is 1:00 AM.
- All *tzevet* receive time off throughout the summer. This generally includes **(3) 12 hour days** off per four-week session, and approximately 36 hours during intersession. Most *tzevet* do not receive nights off during *Masa* week or time off during the first week and last week of each session.

General Tzevet Expectations: As a tzevet member at Ramah in the Rockies, all tzevet members will:

- Serve as a **positive role model** for campers of all ages, respecting all camp rules.
- Strive to incorporate our **four core values** (*Kavod*, *Simcha*, *K'sharim*, *S'micha Ishit*) into all aspects of camp.
- Develop **positive relationships** with individual campers and *tzevet*.
- **Adapt well** to feedback/criticism, always yearning to learn and grow as a professional and person.
- React to complex situations, **show flexibility and problem solve** while protecting the interests and needs of campers and camp.
- **Collaborate** with *tzevet* members and supervisors, asking for help when needed.
- **Pay attention** to detail.

Community Responsibilities: Working at Ramah in the Rockies is a 24/7 job. All programming tzevet share in responsibilities, such as:

- **Attend all meals and activities** with campers, arriving on time and leaving once the meal has concluded with announcements and the *bracha*. This includes **daily attendance at t'filot** (prayers) for all Jewish *tzevet*, even those not living in camper *ohelim* (tents).
- Assist with camp-wide tasks, including kitchen dish pit and *Chadar Ochel* (dining hall) set up as assigned.
- **Engage with campers during 'coverage' periods** several times per week, including on *Shabbat*. This means that during the week you will be assigned to be present in a specific area of camp to facilitate appropriate behavior during camper free time.
- Almost all programming *tzevet* rotate through "**shmira**" or night watch of the campers about once per week in some capacity. Even *tzevet* who do not live directly with campers will be assigned to *shmira*. This means you will be asked to monitor the camper tent area from 9pm until at least midnight, actively listening for signs of bullying and helping to comfort homesick campers with help from the *Rosh Shmira* (senior *tzevet* assigned to oversee *shmira* that specific night, i.e. *Rashei Edah*).
- All programming *tzevet* are expected to **help fill in as needed** for *tzevet* who are sick or on days off. You may even be asked to sleep in another bunk one night to cover for a *tzevet* member on their night off.
- All *tzevet* should see themselves as **members of our housekeeping team**, actively picking up trash and keeping camp facilities clean.