



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## Job Title: 2019 Summer Day Camp Counselor

Reports to: Youth & Family Director & Day Camp Coordinator  
Part-time, Hourly, Non-Exempt

### POSITION SUMMARY

Under the supervision and guidance of the Youth and Family Director, the day camp counselor is responsible for providing leadership, ensuring safety of all participants and direct supervision of children in all planned activities.

### ESSENTIAL FUNCTIONS

- Provide a safe and healthy environment, both physically and mentally, to ensure the operation of a quality camp program.
- Ensures children are aware of rules, and daily scheduled routines.
- Assist in the planning and implementing of the daily activities that fit the children's needs and interests.
- Make sure proper procedures are followed for sign-in/out of children on a daily basis.
- Reports all accidents to the Supervisor, and completely fills out proper health log and/or accident/incident form.
- Direct or assist in the daily maintenance of the camp area, ensuring safety and cleanliness.
- Assume equal share of the regular housekeeping chores such as cleaning, preparing for daily activities and cleaning up after projects.
- Establish a relationship with each child and know his or her present level of understanding; consider the needs of all the children and treat each child with respect and dignity.
- Remains up to date on emergency procedures policies.
- Supervise children in the pool and locker rooms during swim time (must be in the pool with children).
- Adheres to program activities that are culturally relevant, developmentally appropriate and consistent with YMCA values.
- Attends staff meetings and trainings.
- Follows YMCA policies and procedures, including those related to medical and disciplinary situations, child abuse prevention emergencies.

### QUALIFICATIONS

- Minimum age of 18 years old, high school graduate or equivalent; one year or more of college preferred
- Must clear a background/criminal history check
- Desire and ability to work with children of all ages
- Excellent communication and interpersonal skills
- May be required to lift and carry up to 50 lbs. in various forms
- May be required to sit, stand, or maintain physical activity for extended periods
- Must have excellent leadership skills and strong verbal communications
- Previous experience working with children preferably in a day camp setting
- CPR, First Aid, AED certifications and Child Abuse Prevention training within 30 days of hire date

### CONTACT

Applications are available online at [GenevaLakesYMCA.org/jobs](http://GenevaLakesYMCA.org/jobs) or at the YMCA Front Desk. Submit applications by March 15<sup>th</sup>, 2019 to Jami Golz, Youth & Family Director, at [jami.golz@glymca.org](mailto:jami.golz@glymca.org). Questions can be directed to Jami at 262.248.6211 X26.