



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

YMCA OF MARQUETTE COUNTY - JOB DESCRIPTION

Job Title: **Day Camp Counselor**

Job Code: DAC

Reports to: Child Development Director

POSITION SUMMARY:

Under the supervision of the of the Day Camp Coordinator, this position is responsible for the welfare of all campers. Camp Counselors are required to work with the Day Camp Coordinator and Program staff to create a high quality experience for every camper. Counselors are to ensure the safety, well-being and personal growth of campers and be an active and supportive member of the Day Camp team and a positive member of the entire staff community. Day Camp Counselors must demonstrate positive, professional role modeling at all times, acting in a manner that is consistent with the YMCA code of conduct and the philosophy, goals, and objectives of the YMCA Day Camp.

ESSENTIAL FUNCTIONS:

1. Maintains constant surveillance of all campers
2. Is actively engaged with campers at all times
3. Know and enforces all rules in a respectful manner
4. Maintains effective, positive relationships with campers, parents and other staff
5. Arrives to work on time, prepared and wears appropriate uniform
6. Attends all staff meetings as required
7. Engages in behavior conducive to team building with other staff, such as open communication, encouragement, support and tolerance for each other.
8. Exemplify the YMCA mission and values of honesty, caring, respect and responsibility in all aspects of job performance and interactions/relationships with others.
9. All other duties as assigned

QUALIFICATIONS:

1. Must be at least 18 years of age.
2. Must become CPR and First Aid certified.
3. Prior experience working with children

PHYSICAL DEMANDS

1. Ability to stand for long periods of time.
2. Attention to detail on all items such as paperwork and member and communication.
3. Ability to lift a minimum of 30 pounds

YMCA COMPETENCIES (Leader):

Mission Advancement: Accepts and demonstrates the Ys values. Demonstrates a desire to serve others and fulfill community needs. Recruits volunteers and builds effective, supportive working relationships with them. Supports fund-raising.

Collaboration: Works effectively with people of different backgrounds, abilities, opinions, and perceptions. Builds rapport and relates well to others. Seeks first to understand the other person's point of view, and remains calm in challenging situations. Listens for understanding and meaning; speaks and writes effectively. Takes initiative to assist in developing others.

Operational Effectiveness: Makes sound judgments, and transfers learning from one situation to another. Embraces new approaches and discovers ideas to create a better member experience. Establishes goals, clarifies tasks, plans work and actively participates in meetings. Follows budgeting policies and procedures, and reports all financial irregularities immediately. Strives to meet or exceed goals and deliver a high-value experience for members.

Personal Growth: Pursues self-development that enhances job performance. Demonstrates an openness to change, and seeks opportunities in the change process. Accurately assesses personal feelings, strengths and limitations and how they impact relationships. Has the functional and technical knowledge and skills required to perform well; uses best practices and demonstrates up-to-date knowledge and skills in technology.

SIGNATURE:

I have reviewed and understand this job description.

Employee's name

Employee's signature

Today's date: _____