



FOR YOUTH DEVELOPMENT™  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## YMCA OF LANSING JOB POSTING

### Day Camp Counselor

**General Function:** Responsible for the supervision, safety and well-being of the campers assigned to their group on a weekly basis. In addition, counselors are responsible for the well-being of any child attending camp. The counselor is accountable for reviewing and implementing established camp policies and procedures within their assigned area/s.

#### **Job Requirements:**

- Minimum age of 18 years
- Desire to work with children between the ages of 5-12
- Strong interpersonal skills
- Ability to accept supervision and guidance as well as constructive feedback
- Capable of leading, teaching and supervising children in group activities, recreational activities, and following assigned curriculum
- Experience in supervising children and working with a team
- Outgoing, friendly, and enthusiastic personality
- Ability to respond to safety and emergency situations.
- Must complete all required YMCA trainings in the expected timeframe

#### **Position Responsibilities:**

1. To meet and exceed expectations of campers and parents.
2. Exemplify and teach the tradition, spirit and values of the YMCA.
3. Greet all campers with a smile and personal greeting.
4. Supervision of assigned group of campers as assigned by the Camp Directors.
5. Planning and implementation of daily activities for their assigned group of campers.
6. Helping individual campers adjust to camp and have a positive experience.
7. Being a positive role model for all campers and staff.
8. Maintaining cleanliness of camp and program areas. Performing minor maintenance duties as assigned during maintenance shifts.
9. Continuously monitor children within their group and provide constructive and positive reinforcement when necessary. Follow the proper discipline protocol when necessary.
10. Be on time, in uniform and exemplify caring, respect, responsibility & honesty for all assigned shifts.
11. Actively participates in maintaining all necessary certifications and obtaining association requirement YMCA trainings.
12. Maintains a positive attitude and acts in a professional manner when interacting with members, program participants and other staff at all times.
13. Reports member and guest comments, suggestions, complaints, concerns, and problems to supervisor in a timely manner.
14. Engage with all members, participants, and parents to build strong relationship towards the advancement of the Y
15. Assist in the Annual Campaign as needed
16. Other duties as assigned

#### **Disclaimers:**

- Must complete successful background screening and drug test for YMCA and all other off-site screenings for partnering organizations.
- This job description may not be all-inclusive and employee is expected to perform all other duties as assigned by direct management.
- Job descriptions and duties may be modified when deemed appropriate by management.

**Salary:** seasonal work schedule lasting from May 28<sup>th</sup> – August 16<sup>th</sup>, \$10/hr.

**Include:** Cover letter, resume, three references.

**Additional Information:** Campers will range from school age to pre-teens. We will be filling positions at our Westside, Parkwood, DeWitt and Oak Park branches. Please let us know if you prefer an age range or branch preference. This will assist in placing you in the appropriate location.