



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

YMCA OF LANSING

School Break Counselor

General Function: Nurture, interact, support, and create a safe and inclusive environment in which staff & students have a fun-filled, exciting Winter/Spring break experience.

Duties and Responsibilities:

1. Managing a group of students Monday-Friday, supervising all aspects of the day.
2. Must have experience working with youth in a group setting and creating and implementing lesson plans.
3. Must possess the skills necessary to provide the planning and implementation of safe, appropriate, and fun activities.
4. Being a positive role model for all students and staff.
5. Maintaining cleanliness of program areas.
6. Continuously monitor children within their group and provide constructive and positive reinforcement when necessary. Follow the proper discipline protocol when necessary.
7. Maintain a positive attitude and act in a professional manner when interacting with members, program participants and other staff at all times.
8. Report member and guest comments, suggestions, complaints, concerns, and problems to supervisor in a timely manner.
9. Other duties as assigned.

Salary/Hours: Seasonal work based off school break schedule. Pay Range \$12-\$14 depending on experience.

Benefits:

- Free YMCA Adult Membership
- 25% discount on program fees for themselves up to \$300 per year
- 13% retirement contribution upon eligibility
- Paid medical leave based on status and hours worked
- Paid YMCA risk required trainings

Job Requirements:

- High school diploma or equivalent is preferred. Must be at least 18 years of age.
- Prefer experience working with children.
- Must demonstrate creativity, enthusiasm, and dedication.
- Must have experience working with youth in a group setting and creating and implementing lesson plans.
- Strong interpersonal skills
- Ability to accept supervision and guidance as well as constructive feedback.
- Outgoing, friendly, and enthusiastic personality
- Completion of YMCA trainings within a required time frame. Trainings include:
 - CPR/AED, First Aid
 - Child Sexual Abuse
 - Harassment
 - Slips, Trips, and Falls
 - Blood Borne Pathogens

Physical Demands

While performing the duties of this job, the employee is often required to: bend, stoop, kneel, twist, reach with hands, sit, stand for an extended period of time, lift and/or move up to 40 pounds, have finger dexterity, grasp, perform repetitive motions, talk, hear and have visual acuity.

Disclaimers:

- Must complete successful background screening.
- 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.

Contact: Amy Stearns, Director of HR & Risk, careers@lansingymca.org