



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## YMCA of the Palouse Job Description

Job Title: Camp Counselor-in-Training  
FLSA Status: Nonexempt  
Status: Part Time

Report to: Director of Programs  
Contact: [admin@palouseymca.org](mailto:admin@palouseymca.org)  
Revision Date: March 2017

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### Position Summary:

Camp Counselors-in-Training will be responsible for providing assistance and direction for the Summer Day Camp program and participants. Counselors-in-Training attend field trips with campers, help orchestrate activities, and provided overall assistance. Approximately 15-20 hours per week, Monday through Friday between 7:00am – 6:00pm.

### Responsibilities:

- Assist in programming to promote social, physical, and intellectual growth of children ages 5-12 under supervision of Camp Counselors and Director of Programs
- Maintain a healthy and safe learning environment which meets each child's social, emotional, cognitive, and physical health needs
- Communicate with parents daily
- Liaise with the Camp Counselors and Director of Programs and attend all staff trainings and meetings

### Qualifications:

1. Must have flexibility to work 15-20 hours per week, Monday through Friday between 7:00am – 6:00pm
2. Between **16-17 years** of age
3. At least **6 months** of child care, youth development, or other applicable experience preferred
4. Responsible individual with desire to work with children
5. Strong communication skills
6. Obtain CPR/First Aid and AED certification within one week of hire
7. Must submit a negative TB test within one week of hire
8. Must submit proof of Bloodborne pathogens training with one week of hire
9. Must submit proof of Food Handlers Card within one week of hire
10. Must submit and be cleared by Washington State Department of Early Learning portable background check

### Hours:

Part-Time 15-20 hours per week, Monday – Friday. Occasional weekend trainings and weekly evening staff meetings.

Visit our website at [palouseymca.org](http://palouseymca.org) or our office at **105 NE Spring St. Pullman, WA**, for an employment application and information. Interested applicants must submit a **Y employment application**, as well as a current **cover letter** and **resumé** in order to be considered.