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FOR SOCIAL RESPONSIBILITY

YMCA of the Palouse Job Description

Job Title: Summer Day Camp Counselor
FLSA Status: Nonexempt
Status: Part Time - Full Time

Report to: Director of Programs
Contact: communityoutreach@palouseymca.org
Revision Date: March 2018

Position Summary:

Camp Counselors will be responsible for providing supervision and direction for Summer Day Camp program and participants. Staff responsibilities include activity planning, leading daily field trips, leading interest clubs with campers, leading community service events, and overall camp assistance. **Applicants must be available Monday through Friday from 7:00am – 6:00pm. 2018 Summer Day Camp operates June 18th through August 24th.**

Responsibilities:

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

Qualifications:

1. Must be available Monday through Friday 7:00am – 6:00pm
2. At least **18 years** of age (exceptions may be made for 16 & 17 year olds)
3. Have a high-school diploma or current transcript to denote progress
4. Have a driver's license with proof of a clean driving record
5. Must have **1-year** of experience in a relevant camp or classroom setting with children ages 5-12
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 **within one week of hire**
9. Must submit proof of Food Handlers Card **within one week of hire**
10. Must submit and be cleared by Verified Volunteers background check **within one week of hire**

Hours:

Part Time – Full Time 30 hours+ per week, Monday – Friday. Weekly evening staff meetings. Availability from June 18th – August 24th with mandatory pre-camp training and orientation TBD.

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

