



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

YMCA OF ITHACA AND TOMPKINS COUNTY JOB DESCRIPTION

Job Title: **Camp Counselor**

Shifts: Part Time

FLSA Status: Non-exempt

Starting Pay Rate: \$13.00 per hour

Reports to: Senior Youth Development Director

Revision Date: 4/21/21

Primary Function/Department: Youth Development

POSITION SUMMARY:

This position supports the work of the Y, a leading nonprofit, charitable organization committed to strengthening community through youth development, healthy living and social responsibility. Camp counselors at the YMCA of Ithaca and Tompkins County create a safe and positive atmosphere that welcomes and respects all individuals while providing a safe, nurturing, creative, and fun camp experience in accordance with YMCA policies and procedures. Camp counselors instruct, supervise, and participate in a wide-range of activities including archery, arts and crafts, athletics, camp craft, character education, environmental education, group games, low ropes/team building, swimming, and more.

OUR CULTURE:

Our mission and core values are brought to life by our culture. In the Y, we strive to live our cause of strengthening communities with purpose and intentionality every day. **We are welcoming:** we are open to all. We are a place where you can belong and become. **We are genuine:** we value you and embrace your individuality. **We are hopeful:** we believe in you and your potential to become a catalyst in the world. **We are nurturing:** we support you in your journey to develop your full potential. **We are determined:** above all else, we are on a relentless quest to make our community stronger beginning with you.

ESSENTIAL FUNCTIONS:

1. Actively supervise and engage with assigned campers.
2. Assists with daily attendance check-in/out and health screenings.
3. Develop positive relationships with campers, staff, and families.
4. Maintain clear and consistent communication with parents/guardians.
5. Handle discipline/behavior issues in accordance with YMCA behavior management procedures and promptly communicate with parents/guardians regarding camper progress and behavior.
6. Develop and execute detailed daily lesson plans, activities, and events based on accepted practices that promote quality experiences, fun, and skill-based learning.
7. Knows and reviews all emergency procedures and responds to emergency situations immediately in accordance with YMCA policies, procedures, and completes related reports as required.
8. Maintain program records and reports (i.e. Attendance, CACFP, Photo Waiver, Meal Counts & emergency records).
9. Demonstrate and incorporate the YMCA core values of honesty, caring, respect, and responsibility.
10. Actively promote YMCA camp programming throughout the community.
11. Maintains all camp program spaces and supplies
12. Knows, understands, and consistently applies safety rules, policies, and guidelines for all camp programs. This includes the YMCA's Child Abuse Prevention protocols.
13. Attends all mandatory training and meetings
14. All other duties as assigned



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QUALIFICATIONS:

- Minimum of 18 years of age.
- High school diploma or GED
- Red Cross Professional Rescuer CPR/AED, First Aid, and Emergency Oxygen Administration certifications. (YMCA provides training at no or reduced cost)
- Prior experience in developing, organizing, implementing, and leading youth camp/recreation programs
- Work/volunteer history that demonstrates strong work ethic, punctuality, and reliable attendance.
- Excellent interpersonal and problem-solving skills.

WORK ENVIRONMENT & PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Physically perform all skills required of a lifeguard.
- Hear noises and distress signals in the aquatic environment, including in the water and anywhere around the zone of responsibility.
- Remain alert with no lapses of consciousness.
- See and observe all sections of an assigned zone or area of responsibility.

ADDITIONAL BENEFITS:

- 403B Tax-Deferred Retirement Savings Plan through YMCA Retirement Fund
- Free individual YMCA membership.
- 50% off YMCA program registrations
- Closed most major national holidays including Easter, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas.