



FOR YOUTH DEVELOPMENT  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## SCHEDULE B

**Position:** Day Camp Counselor

**Reports to:** Day Camp Director/Day Camp Program Director

**General Function:** The Day Camp Counselor will supervise and effectively lead a group of campers in daily camp activities. The Day Camp Counselor will provide a safe and nurturing environment for campers and will be actively involved and have a positive attitude about all camp activities.

### Entry Requirements

- Desire and ability to work with and relate to children and one's peers in an outdoor setting.
- Willingness to accept supervision and guidance.
- Ability to teach and assist in teaching skills and activities.
- Good role model, high integrity and adaptable.
- Successfully completed a year of college or the Camp Hazen YMCA Assistant Counselor program.
- Current First Aid and Adult/Child CPR certifications preferred

### Job Segments

1. Demonstrate and teach the values of caring, honesty, respect, and responsibility to all campers and staff.
2. Maintain positive public relations with parents, visitors and the general public at all times.
3. Actively engage campers and parents during check in and check out.
4. Guide, organize and supervise the campers in your care during all aspects of the camper's day, including group activities, moving from each activity to another, preparing for each activity, lunch, swimming lessons and general swimming.
5. Plan for and participate in Day Camp Parent Nights, 2nd Wednesday of each two week session.
6. Respond to, and provide opportunities for discussion of individual or group problems or concerns.
7. Design, implement and instruct skill classes.
8. Supervise, actively engage and assist campers during the entire program time.
9. Have all equipment ready for each program activity assigned.
10. Check all equipment for safety before use when applicable.
11. Follow established procedures for and enforce safety guidelines among campers and staff.

01/15

### Camp Hazen YMCA

204 West Main Street, Chester, CT 06412  
(860) 526-9529 Fax: (860) 526-9520



FOR YOUTH DEVELOPMENT  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

12. Return all equipment to its appropriate place after use.
13. Keep personal area and/or cabin neat and clean.
14. Approach strangers in camp professionally and courteously. Arrange to have them escorted to the office.
15. Participate effectively in any free recreational time (Beach Party, Siesta) by being on time to duty station, keeping eyes on water, when assigned and maintaining a sense of order among campers in your assigned area.
16. Follow established procedures for supervising camper health.
17. Instruct campers in emergency procedures including fire, severe weather, lost camper, and buddy checks.
18. Participate in evening activities of a Residential Camp cabin group. *(Day Camp counselors living on-site only)*
19. Actively participate in staff training, meetings, and supervisory conferences.
20. Perform other duties as assigned

#### **Essential Functions**

1. Ability to communicate and work with assigned ages and skill levels and provide necessary instruction to campers.
2. Abilities to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures and apply appropriate behavior-management techniques.
3. Visual and auditory ability to identify and respond to environmental and other hazards related to assigned activities.
4. Physical ability to respond appropriately to emergencies and situations requiring first aid.
5. Physical strength and endurance required to maintain constant supervision of campers.

#### **Effect on End Results**

1. To the extent that campers develop in caring, honesty, respect, and responsibility in a safe and nurturing environment.
2. To the extent that equipment and facilities are kept in good repair and condition.
3. To the extent that each program segment will be the highest quality for everyone to experience enjoyment and success.

01/15

#### **Camp Hazen YMCA**

204 West Main Street, Chester, CT 06412  
(860) 526-9529 Fax: (860) 526-9520