



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.
- Good communication skills (speaking and writing)
- 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
- Ability to attend and complete appropriate trainings and certifications related to your assigned program area

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 on the 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.

01/22

Camp Hazen YMCA

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12. Adhere to policies related to boundaries with children.
13. Attend required abuse risk management training.
14. Adhere to procedures related to managing high-risk activities and supervising children.
15. Report suspicious or inappropriate behaviors and policy violations.
16. Follow mandated abuse reporting requirements.
17. Return all equipment to its appropriate place after use.
18. Keep personal area and/or cabin neat and clean.
19. Approach strangers in camp professionally and courteously. Arrange to have them escorted to the office.
20. 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.
21. Follow established procedures for supervising camper health.
22. Instruct campers in emergency procedures including fire, severe weather, lost camper, and buddy checks.
23. Actively participate in staff training, meetings, and supervisory conferences.
24. Perform other duties as assigned
25. Participate in evening activities of an Overnight Camp cabin group, organize evening staff morale events, and participate in additional trainings as needed. *(Day Camp counselors living on-site only)*
26. Emotional maturity and ability to live with peers in communal setting on site for the duration of the season. *(Day Camp counselors living on-site only)*

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.
6. Emotional maturity to live with peers in a communal setting

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.

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