



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

YMCA CAMP CHEERIO JOB DESCRIPTION

Job Title: Junior Counselor

Branch: Camp Cheerio

FLSA Status: Non-Exempt / Seasonal

Reports to: Senior Counselor, Head Counselor and Camp Director

Revision Date: 10/10/2015

POSITION SUMMARY:

Under the direction and daily supervision of the Senior Counselor, Head Counselor and Camp Director, the Junior Counselor assists and leads all aspects of cabin life and is responsible for the total well being of the campers in their care. The Junior Counselor also teaches activities and is involved throughout Camp.

ESSENTIAL FUNCTIONS:

1. Adheres and complies with the YMCA of High Point Employee Manual, Policy & Procedures Manual, Code of Conduct and Staff Standards & Expectations.
2. Assists Senior Counselors in assuring physical, mental, social and emotional well being of campers.
3. Recognizes and responds to opportunities for problem solving in the group.
4. Develops opportunities for interaction between campers and staff.
5. Provides opportunities for the group so that each individual experiences success during camp.
6. Provides opportunities for discussion of individual or group problems or concerns.
7. Assists each participant to meet the goals established by camp for camper development.
8. Guides cabin group and individual campers in participating successfully in all aspects of camp activities.
9. Carries out established roles for supervising camper health.
10. Carries out established roles in enforcing camp safety regulations.
11. Develops cabin-time activities with co-counselor and staff.
12. Develops activity plans with counselors and staff.
13. Develops and carries out Morning Watch and Vespers as assigned with co-counselor/s.
14. Supervises all assigned aspects of each camper's day including morning reveille, cabin clean-up, meal times, rest hour, evening program, cabin devotions, getting ready for bed, and after taps duties as assigned.
15. Instruct campers in emergency procedures such as fire drills, evacuating the cabin, etc.
16. Assists campers in planning their participation in camp-wide programs, special events, and activities.
17. Assists in teaching activities as assigned by the summer Program Directors.
18. Prepares for and actively participates in staff training, meetings, and supervisory conferences.
19. Sets a good example for campers and others including cleanliness, punctuality, sharing clean-up responsibilities and chores, sportsmanship, and table manners.
20. Follows camp rules and regulations pertaining to smoking, use of alcoholic beverages, and use of drugs.
21. Encourages respect for personal property, camp equipment, and facilities.
22. Manages personal time off in accordance with camp policies.
23. Maintains good public relations with campers' parents.

YMCA CAMP CHEERIO JOB DESCRIPTION – JUNIOR COUNSELOR

24. Submits all required reports on time (camper development forms, lesson plans, etc.).
25. Administers basic first aid until qualified medical personnel arrive.
26. Attends all staff meetings and in-service trainings.
27. Conducts behavior at all times in a professional manner to reflect positively on the YMCA.
28. Performs other duties and tasks as requested by immediate supervisor to facilitate efficient and effective operation of the YMCA.

QUALIFICATIONS:

1. Rising high school senior or age equivalent.
2. Ability to work and lead a team.
3. Ability to enforce appropriate safety regulations, emergency procedures and apply appropriate behavior management techniques.
4. Ability to perform routine first aid tasks.
5. Excellent communication skills.
6. Ability to work with children outdoors, to relate to one's peer group, and ability to relate effectively to diverse groups of people from all social and economic segments of the community.

PHYSICAL DEMANDS

Sufficient strength, agility and mobility to perform essential functions and to supervise program activities. Hear noises and distress signals within the cabin and all camp areas. Sufficient stamina to perform job duties in extreme climates. Physical ability to operate emergency exits and perform emergency procedures.

