POSITION SUMMARY:
These general functions will be carried out in keeping with the Goals, Policies and Mission of the YMCA of the East Bay. Under the direction of the Camp Program Director, the Day Camp Counselor will provide leadership and implementation of the summer program which consists of special events, field trips, group discussions, and overnights. This employee will also be responsible for developing positive relationships with a group of 6 or more campers in a safe environment.

ESSENTIAL FUNCTIONS:
1. Implement, supervise, instruct and participate in daily activities scheduled for program participants.
2. Assist with the development, preparation, and organization of arts and crafts activities, special events and activities within the program area.
3. Support and assist staff and volunteers in all areas of program operation and development.
4. Cultivates positive relationships and maintains effective communication with parents, children and other staff. Models relationship-building skills in all interactions.
5. Maintain daily program attendance and any other program requirements.
6. Responsible for the safety and supervision of participants at all times.
7. Communicate any problems or safety concerns immediately to supervisor.
8. Adhere to behavior standards and guidelines for the program.
9. Evaluate program participant’s progress and communicates progress to supervisors, Head Leader and parents.
10. Ensure the maintenance and upkeep of all facility and equipment related to the program.
11. Attend all department staff meetings and trainings specified by supervisor.
12. Other duties as assigned by supervisor.

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.
• Sufficient strength, agility and mobility to perform essential functions of position and to supervise program activities
• Ability to plan, lead and participate in a range of activities in a variety of outdoor and indoor settings.
• Must occasionally lift up to 25 pounds
• Mobility to quickly respond to emergencies

LEADERSHIP COMPETENCIES:
• Inclusion
• Communication and Influence
• Innovation

QUALIFICATIONS:
• High school graduate or GED; one year or more of college preferred
• One year of experience working with children preferably in a day camp setting
• At least 18 years of age
• CPR, First Aid, AED certifications and Child Abuse Prevention training within 30 days of hire date (we would provide the training)
• Ability to relate effectively to diverse groups of people from all social and economic segments of the community

To apply please send your resume to Drew Silveira, Youth Development Director, at asilveira@ymcaeastbay.org