



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## PIEDMONT FAMILY YMCA JOB DESCRIPTION

Job Title: **Assistant Camp Counselor**

Leadership Level: Leader

Status: P/T or F/T

Reports to: Site Supervisor

Pay Rate: \$11-\$12/hour

FLSA Status: Non-Exempt

Department: Youth & Family

Revision Date: 3/9/2021

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### POSITION SUMMARY:

This position supports the work of the Y, a leading nonprofit committed to strengthening community through youth development, healthy living and social responsibility. Provides support to lead counselors and site supervisors. Creates positive, nurturing relationships with children, while building cooperative relationships with parents/caregivers. Promotes and supports the potential of all youth in programs and facilitates peer-to-peer connections as part of the overall camp experience.

### ESSENTIAL FUNCTIONS:

- Supports Lead Counselors with supervising camp groups and implementing program activities
- Cultivates positive relationships and maintains effective communication with campers and other staff
- Participates in activities with children to include swimming daily
- Models relationship-building skills in all interactions
- Assists with drop off and pick up
- Assists with taking campers to the restrooms, transitions, and other activity pods
- Daily cleaning of common areas and classrooms
- Adheres to program standards including safety and cleanliness standards.
- Attends staff meetings and trainings.
- Follows YMCA policies and procedures, including those related to medical and disciplinary situations, child abuse prevention and emergencies.
- Performs other duties as assigned.

### LEADERSHIP COMPETENCIES:

Advancing Our Mission & Cause: Engaging Community, Volunteerism, Philanthropy, Change Leadership

Building Relationships: Collaboration, Communication & Influence, Inclusion

Leading Operations: Critical Thinking & Decision Making, Fiscal Management, Functional Expertise, Innovation, Program/Project Management

Developing & Inspiring People: Developing Self & Others, Emotional Maturity

### QUALIFICATIONS:

- At least 16 years of age
- Fingerprints and TB skin test completed
- Previous experience working with children preferably in a day camp setting
- Experience preferred in one or more of the following areas: outdoor activities, songs/music, skits, sports, aquatics, recreational games, etc.
- CPR, First Aid, AED certifications and Child Abuse Prevention training within 30 days of hire date.
- Previous experience with diverse populations preferred.

**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.
- Ability to plan, lead and participate in a range of activities in a variety of outdoor/indoor settings.

**SIGNATURE:**

I have reviewed and understand this job description.

\_\_\_\_\_  
Employee's name

\_\_\_\_\_  
Employee's signature

Today's date: \_\_\_\_\_