

# YMCA DAY CAMP SEEWACKAMANO

## JOB DESCRIPTION

**TITLE:** *COUNSELOR IN TRAINING (C.I.T.)*    **REPORTS TO:** *CIT / LIT DIRECTOR*

**QUALIFICATIONS:** Counselor In Training must be 15.5 years old with prior experience in camp or recreation setting as of June 1st. Candidate must demonstrate maturity, responsibility, organizational and leadership skills. Candidate must serve as a positive role model. CIT must include the four values of Caring, Honesty, Respect and Responsibility in all aspects of Camp Seewackamano life. Previous Seewackamano experience and success a plus.

## SPECIFIC DUTIES & RESPONSIBILITIES :

1. Must attend staff training prior to working with children. (*You are required to make as much of the training sessions as possible, with the understanding that school exams take precedents*).
2. Be fully aware of the responsibilities prior to camp.
3. Be self-motivated and able to work with little supervision. Attend specified orientations and trainings.
4. Understand that specific duties necessary for the appropriate operation of camp including:
  - i. Daily schedule, emergency drills, assigned BST projects, attendance procedures
5. Assist in escorting campers to and from Sign In and Sign Out station.
6. Assist bus counselors as needed while riding bus to and from camp.
7. Make effort to show skills of working out problems with campers with creative problem solving techniques.
8. Submit paperwork in a timely manner (contract, applications etc.)
9. Take constructive criticism from supervisor
10. Follow a prepared schedule
11. Place the needs of the campers first.
12. Be flexible to the changing needs of camp.
13. Must be activity involved in activities.
14. Supervise youth in a responsible manner, keeping safety as a priority at all times
15. Be able to communicate any concerns, behavioral problems in a positive constructive manner
16. Assist with projects and tasks as assigned by the CIT/LIT Director
17. Give input which will benefit the camp program
18. Display the Character Development values caring, honesty, respect & responsibly.
19. Report any facility needs immediately to staff
20. Exemplary CIT's occasionally fill in for counselors; be prepared to work hard every day as if you were an every day counselor

**TERMS OF EMPLOYMENT:** CIT's must attend and successfully complete a minimum of two sessions. This is a volunteer based position. The YMCA reserves the right to terminate contract if CIT is negligent in any of the aforementioned or contracted responsibilities, qualifications or Staff Agreement. If CIT is terminated, chances of future employment is severely diminished. All must attend the pre-camp staff training TBA. Camp dates are **JUNE 25<sup>th</sup> –AUGUST 31<sup>st</sup>**, which include four/two-week sessions and two/one week sessions. Camp is Monday through Friday, 9:00 am-4:00 pm. (No Camp July 4<sup>th</sup>)

Contact the YMCA Day Camp Seewackamano Director at 338-3810 ext. 127 for more information.