



**Job Title: Summer Day Camp Counselor-  
Traditional/Extended Care  
(Seasonal, Hourly)**

**Reports To: Membership & Youth  
Development Director**

**Salary: \$16.50-\$19.25/hr**

**Department: Youth Development**

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Responsible for and supervises a group of children:
  - Traditional Day Camp (ages 5-11)
  - Extended Care (after camp care, all ages)
- Ability to follow the daily schedule and lead campers in a range of activities in a variety of indoor and outdoor settings.
- Ensure children are aware of rules and daily scheduled routines.
- Adheres to program standards including safety protocols and maintains equipment, materials and cleanliness of camp spaces. Assists with opening and closing procedures.
- Follows YMCA policies and procedures, including those related to attendance tracking, medical and disciplinary situations, child abuse prevention and emergencies.
- Cultivates positive relationships and maintains effective communication with campers, their parents, and other camp staff. Models relationship-building skills in all interactions.
- Promotes a positive approach to supervision, communication, and interactions with others. Actively engages with youth and activities during the program.
- Perform other duties as assigned.

### **JOB DUTIES**

- Maintain punctual, regular, and predictable attendance.
- Must be responsible and pay attention to details.
- Able to work alone as well as collaboratively in a team environment.
- Required to mop/sweep, wash the dishes, sanitize toys, take out trash/recycling, etc.
- Maintain professional attitude and manner.

### **QUALIFICATIONS**

- Previous experience working with children in a childcare, camp, or classroom setting
- Child Abuse Prevention training completed prior to working first camp shift.
- CPR/AED certification obtained within 30 days of hire date.
- Excellent communication and interpersonal skills
- Ability and willingness to fulfill responsibilities in accordance with program goals
- Knowledge and skills in leadership, child development, crafts, games, songs, etc. (or willingness to learn)



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Ability to perform essential job duties with or without reasonable accommodation and without posing a direct threat to safety or health of employee or others. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**PHYSICAL DEMANDS**

- Ability to walk, run, stand, sit and/or maintain physical activity for extended periods of time.
- May be required to lift and/or carry items up to 50 lbs.

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.

**Employee Signature:** \_\_\_\_\_

**Employer Representative:** \_\_\_\_\_

**Date:** \_\_\_\_\_

The statements of this job description are intended to describe the general nature and the level of work being performed by people hired for this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required for this position.

**Prepared by: Membership & Youth Development Director**

**Prepared date: 4/13/2026**

**Approved by: Senior Director**

**Approved Date: 4/13/2026**

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