



Helping Hands Counselor

Camp Chippewa

JOB DESCRIPTION

| | | | |
|-------------|-------------------------|----------------|---------------|
| Job Title: | Helping Hands Counselor | Date Prepared: | December 2009 |
| Level: | 11 | Range: | \$11.00/hour |
| Department: | Day Camping | Prepared by: | U. Vrkljan |

The Helping Hands Counselor is responsible for working 1:1 with a variety of children with developmental and behavioral special needs at one of six YMCA Day Camp sites (most often Camp Chippewa). A Helping Hands counselor reports directly to the Helping Hands Site Director and is responsible for ensuring safe, quality, and age appropriate programming for a child aged 4-15. Daily reports and communication with parents is also required.

JOB SPECIFICATIONS

EDUCATION/EXPERIENCE

- Attending or completion of post secondary school, in any discipline but preferably in the area of special needs or education
- 17 years of age prior to summer
- Current standard First Aid and Basic Rescuer (CPR)
- Previous experience working with children with special needs
- Previous YMCA camping or child and youth program experience is preferred
- Must submit clear Criminal Reference Check prior to commencing work
- Non- violent crisis intervention is an asset

COMPLEXITY/ANALYSIS

- Greets parents/guardians each morning when they drop off children and in the evening at pick up
- Will work 1:1 with a child with a physical or developmental special need at one our six day camp sites
- Assist with the implementation of programs and ensures safe, quality programs for all participants and staff
- Performs daily reports on campers
- Provides supervision and implementation of programming on busses, both to and from the camp site (where applicable)
- Assist with parent liaison, promotion, set up and clean up
- Responsible for direct supervision of one child with special needs at an assigned site
- Responsible for attending all staff training and staff meetings
- Provide leadership and on-going communication with other camp counselors
- Make quick decisions to ensure maximum participant integration and safety

POSITION CONDITIONS

- This position requires the incumbent to work outdoors/indoors during the summer months under various weather conditions conducive to the summer season
- Flexibility in site placement required

COMPETENCIES

- Concern for Health and Safety
- Child and Youth Focused
- Service Oriented
- Team Player, yet able to work individually
- Quality focus
- Commitment to Caring, Honesty, Respect and Responsibility
- Focus on Developmental Assets and child development

CONTACT INFORMATION/HOW TO APPLY

Please forward your cover letter (please indicate position/program/location preferences, previous experience, and summary of qualifications) and resume to:

Samantha Tubman
Director of Day Camping
905-529-7102 ext 5012

Mail or drop off to: 79 James Street South
Hamilton, ON L8P 2Z1

E-mail: Samantha_tubman@ymca.ca

Fax: YMCA Day Camping, 905-529-6682

Thank you to all applicants who apply, however only those selected for an interview will be contacted.