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METROWEST YMCA DAY CAMP JOB DESCRIPTION

Job Title: **Cadet**

FLSA Status: Summer Seasonal

Reports to: Unit Director / Captain

Revision Date: January 2024

POSITION SUMMARY:

Assists in the supervision of a group of children in a seasonal day camp. Provides a quality experience to children and parents focused on YMCA core values: honesty, respect, responsibility, and caring.

ESSENTIAL FUNCTIONS:

1. Assists in supervising a group of 10 -20 children ensuring their safety and enjoyment of camp.
2. Assists in planning and implementing program activities that is culturally relevant, developmentally appropriate and consistent with YMCA values.
3. Adheres to program standards including safety and cleanliness standards.
4. Attends staff meetings and trainings as directed.
5. Follows YMCA policies and procedures, including those related to medical and disciplinary situations, child abuse prevention and emergencies.
6. Actively assists and participates as directed at pool and specialty activity areas.
7. Assists in preparing for and participating in camp activities that include theme and dress up days.
8. Communicates timely, openly and effectively with staff, unit leaders, nurses, and camp/asst. camp directors regarding issues of concern or safety of staff and campers.
9. Maintains positive relations with parents and other staff. Models relationship-building skills in all interactions.
10. Assisting with other duties as assigned by the Camp and/or Unit Directors.

YMCA COMPETENCIES (Leader):

Mission Advancement: Accepts and demonstrates the Y's values. Demonstrates a desire to serve others and fulfill community needs. Recruits volunteers and builds effective, supportive working relationships with them. Supports fund-raising.

Collaboration: Works effectively with people of different backgrounds, abilities, opinions, and perceptions. Builds rapport and relates well to others. Seeks first to understand the other person's point of view, and remains calm in challenging situations. Listens for understanding and meaning; speaks and writes effectively. Takes initiative to assist in developing others.

Operational Effectiveness: Makes sound judgments, and transfers learning from one situation to another. Embraces new approaches and discovers ideas to create a better member experience. Establishes goals, clarifies tasks, plans work and actively participates in meetings. Follows budgeting policies and

procedures, and reports all financial irregularities immediately. Strives to meet or exceed goals and deliver a high-value experience for members.

Personal Growth: Pursues self-development that enhances job performance. Demonstrates an openness to change, and seeks opportunities in the change process. Accurately assesses personal feelings, strengths and limitations and how they impact relationships. Has the functional and technical knowledge and skills required to perform well; uses best practices and demonstrates up-to-date knowledge and skills in technology.

QUALIFICATIONS:

1. Must have completed the CIT program previously at the Outdoor Center
2. Be at least 15 years of age and/or entering Sophomore Year of high school or equivalent
3. Previous experience working with children preferably in a day camp setting
4. Experience preferred in one or more of the following areas: outdoor living, archery, boating, camping, songs/music, skits, sports, aquatics, recreational games, etc...
5. CPR, First Aid, certifications and Child Abuse Prevention training within 30 days of hire date.
6. Previous experience with diverse populations preferred.

PHYSICAL DEMANDS

Ability to plan, lead and participate in a range of activities in a variety of outdoor/indoor settings. Maintain a neat and orderly appearance adhering to the MetroWest YMCA Day Camp dress code. Be able to lift a minimum of 50lbs. Updated health form on file.

Employee Signature

Date

Supervisor Signature

Date