



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

# OPPORTUNITY AWAITS

## SUMMER CAMP COUNSELOR

NORTHERN DOOR AND STURGEON BAY

GREAT SUMMERS START AT THE Y!

**WORK  
AT THE Y!**

The Door County YMCA has various opportunities to be a part of our summer camping program for the summer. Camp Counselors are responsible for planning and leading the summer camp experience, focusing on the YMCA core values of caring, honesty, respect, and responsibility. Counselors are responsible for the general safety and development, growth, and skill achievement of the campers, while providing high quality outdoor education, prevention of summer learning loss, and a variety of recreational experiences. Must be 18 years old.

### Starting Wage:

Commensurate with number of hours, position, and experience.

### Hours:

Seasonal Full-time & Part-time; Flexible hours, M-F 6:30am - 5:30pm

**APPLY TODAY!** Screening and hiring process to begin immediately. Several positions available!



Working at the Y, you'll **discover more than a job** —you'll enjoy the opportunity to **make a lasting difference** in the lives of those around you. If you are a person who wants more than just a job, who wants your efforts to have an impact on your community and who wants to work in a welcoming and positive environment, then you are someone we'd like to work with us.

**BUILD YOUR RESUME THIS SUMMER WHILE HAVING FUN!**

Please visit [doorcountyyymca.org](http://doorcountyyymca.org) for a full job description, and a list of other opportunities or to download an application.

### WHY THE Y

## CAUSE DRIVEN

Work with passionate people and help make our community a better place!

One of the most respected non-profits in the world.

125 countries served  
OVER 10,000 neighborhoods strengthened

**FREE**  
Y Membership  
and program discounts

**IMPROVE QUALITY OF LIFE**

Create stronger friendships, a greater self-esteem and a sense of belonging by helping others.

**IT'S FUN!**

There is something new and exciting happening every day at the Y! Build your resume while having fun.

**DOOR COUNTY YMCA | [www.doorcountyyymca.org](http://www.doorcountyyymca.org)**

Jackie & Steve Kane Program Center  
3866 Gibraltar Road, Fish Creek, WI 54212  
920-868-3660

Sturgeon Bay Program Center  
1900 Michigan Street, Sturgeon Bay, WI 54235  
920-743-4949



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## DOOR COUNTY YMCA

Job Title: **Day Camp Counselor**

Job Code: SBCAM, NDCAM, LCCAM

FLSA Status: Seasonal/Hourly

Job Grade: Grade 4

Reports to: School Age Director

Revision Date: 2/12/2024

Leadership Level: Leader

Department: Child Care

### 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 direct supervision of a group of children in a seasonal day camp. 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.

### OUR CULTURE:

Our mission and core values are brought to life by our culture. In the Y, we strive to live our cause of strengthening communities with purpose and intentionality every day. **We are welcoming:** we are open to all. We are a place where you can belong and become. **We are genuine:** we value you and embrace your individuality. **We are hopeful:** we believe in you and your potential to become a catalyst in the world. **We are nurturing:** we support you in your journey to develop your full potential. **We are determined:** above all else, we are on a relentless quest to make our community stronger beginning with you.

### ESSENTIAL FUNCTIONS:

1. Supervise a diverse group of children aged 4-12.
2. Plan and implement program activities that are culturally relevant, developmentally appropriate and consistent with YMCA core values. Work to include all campers into all group activities. Provide alternate activities if full inclusion is not possible.
3. Adhere to program standards including safety and cleanliness standards.
4. Attend staff meetings and trainings prior to camp and for the duration of the summer. Assist with camp room set-up and clean-up.
5. Follow YMCA policies and procedures, including those related to medical and disciplinary situations, child abuse prevention, and emergencies.
6. Cultivate positive relationships and maintains effective communication with parents, children, and other staff. Model relationship-building skills in all interactions.
7. Know and administer all emergency procedure in accordance with the Risk Management Manual. Complete and submit incident reports on a timely basis. Assist with, and participate in all-camp program activities. Obtain materials, supplies, or equipment needed for programming before the beginning of the activity.
8. Perform other duties assigned.

**DOOR COUNTY YMCA** [www.doorcountyyymca.org](http://www.doorcountyyymca.org)

STURGEON BAY PROGRAM CENTER 1900 Michigan Street, Sturgeon Bay, WI 54235 P (920) 743-4949 F (920) 743-8812  
JACKIE AND STEVE KANE CENTER 3866 Gibraltar Road, Fish Creek, WI 54212 P (920) 868-3660 F (920) 868-9970

9. Adhere to, and be ready to implement applicable Risk Management and Personnel Procedures as identified in related handbooks. (Handbooks can be found on the Staff Resource Portal)

**LEADERSHIP COMPETENCIES:**

1. Program Management
2. Emotional Maturity
3. Developing Self & Others

**QUALIFICATIONS:**

1. At least 18 years of age with a high school degree or equivalent; one year or more of college preferred for our Licensed Camps.
2. At least 16 years of age for our Non-Licensed Camps.
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. Previous experience with diverse populations preferred.
6. Obtain First Aid, CPR/AED (CPR-Basic) Certificate within 90 days of hire; keep current.
7. Complete Child Abuse Prevention Training through the onboarding process/annually thereafter.
8. Complete New Employee Orientation within 30 days of your hire date.
9. Adhere to the Best Practices designated per position which can be found on the Staff Resource Portal.

**WORK ENVIRONMENT AND PHYSICAL DEMANDS:**

1. 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.
2. Ability to lead, and participate in a range of activities in a variety of outdoor/indoor settings.
3. Ability to perform all physical aspects of the position, including leading class, walking, standing, bending, reaching, and lifting.

**SIGNATURE:**

I have reviewed and understand this job description.

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

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

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