

JOB TITLE	Volunteer Assistant Counselor (Camp Rosie)
REPORTS TO	<i>Devon Malick, DV Education and Outreach Specialist of YWCA Glendale</i>

JOB PURPOSE

The Volunteer Assistant Counselor is responsible for leading, being a role model, and implementing educationally fun activities for 7th-9th grade girls in small to medium size groups. Assistant counselors will be responsible for encouraging team work, skill achievement, individual growth, and the general safety of his/her group.

ABOUT CAMP ROSIE

Named after Rosie the Riveter, Camp Rosie is a 2-week summer day camp for 7th-9th grade girls where they explore what the world has to offer them by learning trades and skills not often taught to young girls. In this girl-centered space, campers have an opportunity to express their potential while building friendships and making connections with female entrepreneurs and role models.

DUTIES AND RESPONSIBILITIES

- Assist with and lead a variety of small and large group activities.
- Identify and respond to camper behavior issues.
- Communicate with parents about participant's experiences and report concerns to supervisor.
- Assist in maintaining accurate program records including incident reports, logbook documentation, and daily attendance.
- Know and understand ALL emergency procedures associated with the camp program.
- Know, enforce, and follow all safety guidelines associated with the camp and all program areas. This includes but is not limited to being responsible for your campers' safety and their whereabouts at all times.
- Help guide Junior Counselors and Camp Volunteers to have a deeper understanding of leadership and counseling skills.
- Ensure that the site is kept clean, organized, and free of litter.
- Performs other duties as assigned

QUALIFICATIONS

- Must be CPR and First Aid certified (can receive certification through YWCA Glendale)
- Ability to work with children of all ages
- Ability to mediate conflicts that may arise
- Have basic knowledge of domestic violence
- Excellent interpersonal skills.
- Must be physically able to participate in all camp activities, including but not limited to walking 1-2 miles, hiking, and physical games
- Must be able to lift and carry 25 pounds with no difficulty.

TIME COMMITMENT

- 30 hrs/week for 2 weeks: Monday-Fridays from 9:00 a.m.-3:00 p.m.



Glendale

- Must work one full session (Session 1: June 17-June 28, 2019 Session 2: July 8-July 19, 2019 Session 3: July 29-August 9, 2019)

SUPPORT

The Volunteer Assistant Counselor will be working alongside the DV Education and Outreach Specialist throughout their length of volunteering.

Approved by:	
Date approved:	
Reviewed:	

The YWCA of Glendale follows EEOC guidelines and selects volunteers without regard to race, color, religion, national origin, gender, marital status, disability, age, or veteran status of applicants. Applications will be reviewed carefully; however, its receipt does not imply the applicant's acceptance as a volunteer.