

METAS Head Counselor Job Description



Essential Function:

METAS is a partnership between SuCasa and Columbus Youth Camp that allows Latino youth to expand their reading and math skills during the summer months. This allows them to experience what CYC offers, such as Swimming, Archery, PowerPole, and much more. CYC has bilingual teachers who create the programming for METAS Youth. They can create positive relationships with other youth and be immersed in the outdoors. The METAS Head Counselor must help plan, organize, and implement activities. They should have cognitive and communication abilities to make important decisions, plan, and communicate necessary information to campers and staff. Physical ability to be present, lead camp activities, hike the trails, and handle the environmental conditions of Camp. Incorporate the Columbus Youth Camp model, *Respect Yourself, Respect Others, and Respect Camp* daily. Will help and support METAS teachers with activities. Will communicate with parents and inform them of upcoming events.

Responsible To: Program Director

Hours and Pay: 11 weeks of Camp, plus training and up to 40 hours per week
Pay begins at \$16/ hour, Closed on May 27th & July 4th

General Responsibility:

To lead youth in fun, safe, age-appropriate activities. Will work with campers ages 5-12 from the Bartholomew area representing its basic cultural and socio-economic makeup. Help keep track of the campers such as drop off / pick up and who is a bus rider.

Activity Qualifications:

- Must be at least 18 years old
- Must be Proficient in Spanish
- Demonstrated experience working with youth
- Enthusiastic when engaging and or assisting youth in activities
- Current CPR and First Aid certified - *preferred* (any other certifications, such as life-guarding, are a plus)
- Ability to perform duties in a professional and organized manner, work well as part of a team
- Ability to lead general recreation activities and supervise youth with an emphasis on safety
- Ability to maintain control of the group and follow the risk management plan
- Must assist with cleaning and maintaining each area
- Must be able to stand for long periods and lift heavy objects of up to 20lbs
- Available 7:30 am to 3:30 pm, Monday-Friday starting May 22nd- August 7th.
- Attend weekly meetings
- **Required Training Dates: May 22-26 2024**
- Available to stay for the camp overnight. *Overnight will have extended hours*

Specific Responsibilities:

- Plan, organize, and implement activities daily and inform METAS Counselors
- Ensure the safety of the group and maintain a record of attendance
- Keeping the groups on scheduled activities
- Assist with morning meetings by participating in or leading songs, games, and skits
- Be a role model for youth by arriving on time, being respectful towards others, good language, and proper work attire
- Work collaboratively with other staff members to create a safe, positive, and fun environment for campers
- Create a list of supplies needed and go supplies shopping with other Head Counselors
- Assist with tear down and clean up at the end of the day
- Provide basic first aid to campers and complete the appropriate injury reports
- Attend staff meetings and training sessions

Interested parties should contact:

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