



ECU

CAMPUS RECREATION AND WELLNESS

Summer Camp/ Youth Counselor

DIVISION MISSION

Student Affairs provides programs and services that optimize student learning and leadership, builds a safe supportive and welcoming campus community, fosters the emotional growth and personal development of students, and makes a positive contribution to the overall student experience.

DEPARTMENT MISSION

To engage the Pirate Community in diverse recreational and wellness experiences by providing exceptional facilities, programs, and services.

MINIMUM QUALIFICATIONS

- **Must be a currently enrolled ECU student or must be enrolled in classes for the fall semester immediately following the Summer worked.** *Individuals graduating in the spring prior to Summer Camp will be ineligible to work unless they are enrolled in classes for the fall semester.*
- Clearance to operate University vehicles through a driver's license check.
- Must be able to pass a background check.
- Must be available to attend the required orientation and trainings sessions prior to the start of camp. (May 26-May 29)
- Valid CPR and First Aid certification and blood-borne pathogens training must be obtained prior to employment.
- Strong interpersonal communication skills and a desire to work with children.
- Experience in working with children and administering activities for children is preferred.

SCOPE OF POSITION

The Counselor is responsible for the supervision of summer campers ages 5-13 through the nine-week summer camp (Rec Junior, Rec Nation or Rec Senior) and Youth programs throughout the academic year. Counselors are also responsible for the administration of first aid and CPR, the completion of daily forms, mediate disputes, control of equipment and supplies, and for communication with staff.

Responsibilities:

- Prepare and supervise camp activities and facilities as needed.
- Supervise movement of campers between activity areas (on and off campus).
- Assist with camper check in/check out procedures.
- Instruct campers in various sport and camp activities.
- Ensure safe environment for camp participants.
- Adapt to any issues regarding the site and/or employees and effectively communicate these issues with the necessary personnel.
- Provide mentorship to campers by communicating detailed feedback in a constructive manner.
- Develop one's own knowledge, performance, and abilities through supervisor and self-reflection.
- Identify and assist with discipline problems, or injuries and properly document the situation.
- Provide customer service to campers and parents in various situations.
- Uphold the integrity and reputation of the Summer Camp program, Campus Recreation & Wellness, and East Carolina University by providing exemplary customer service and leadership to staff and campers.
- Administer immediate first aid and CPR when necessary. Know and implement the Emergency Medical System when the situation requires.
- Review the employee manual to be able to effectively remedy situations while mentally referencing policies, operations, and situations that adhere to everyday functions within Campus Recreation & Wellness.

As a result of being a student employee within the Division of Student Affairs, students will have the opportunity to gain the following competencies based on NACE Top Ten Skills Employers Seek and CAS Learning Domains:

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| • Effective Communication | • Effective Reasoning | • Teamwork |
| • Accountability/Integrity | • Mentorship | • Adaptability/Resiliency |
| • Self-Awareness | • Conflict Resolution | • Self-Awareness |

DATES OF EMPLOYMENT & COMPENSATION

- Starting hourly rate will be \$9.00/hour (35-40 hours per week during the summer).
- Position is considered seasonal employment with varying hours dependent up calendar of activities.

APPLICATION INSTRUCTIONS

Applications must be submitted through ECU's PeopleAdmin system. Visit ecu.peopleadmin.com, create a profile and apply for the position listed under Campus Recreation & Wellness.



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Note: Federal Law requires proper documentation of identity and employability at the time of employment. It is requested that this documentation be included with your application. East Carolina University is an affirmative action, equal opportunity employer and as such encourages applications from qualified women and minorities.