



Job Description Integration Supervisor Day Camp

Purpose:

- To appreciate and support YMCA values, mission and vision
- To demonstrate energy, dedication and enthusiasm
- To appreciate and desire to generously serve all
- To thrive in an atmosphere of change and ambiguity
- To work as a member of a team
- To achieve planned results through personal initiative following the Association's guidelines and policies
- To model commitment to service excellence and quality

Responsibilities:

- Ensure the successful integration of children with diagnosed special needs and/or behavioral challenges into the YMCA day camp.
- To supervise a day camp site within there integration area.
- Supervise and coach a staff team of counselors.
- Visit camp sites regularly to monitor and support staff and campers.
- Act as a resource on different strategies and approaches that will allow Inclusion campers to be integrated successfully.
- Maintain communication with parents about camper's progress in camp
- Place staff with camper(s) on a weekly basis.
- Evaluate the amount/ ratio of support a camper requires in camp, and monitor continuously.
- To assist other Supervisors, Head Counselors and Counselors whenever necessary, and act as a resource for them.
- Responsible for staff evaluations (twice per employment period)
- To assess conflict situations ad exercise good judgment in recommending solutions.
- To model excellent customer service and leadership behaviors.
- To greet, welcome and serve members, volunteers, participants and parents with prompt courteous service.
- To act as a liaison while on duty to prevent or resolve problems.
- To be responsible for the safety and security of staff and participants:

- Follow the YMCA Child Guidance/ Abuse and severe occurrence policy
- Respond to first aid and emergency situations as required
- Ensure that program areas are kept safe, clean and organized
- To check for potential health and safety hazards at all times when on duty and complete incident reports when necessary
- Ensure all necessary staff are trained in CPI Non-violent Crisis Intervention
- To inform a coach of any outside relationship with a child.
- To maintain current qualifications as required by the position.
- To hold and attend staff meetings, planning sessions and training events
- To be in full uniform while on duty.
- To notify coach of absences.

Qualifications:

- A minimum of 2 years experience working with children with special needs and/ or behavior challenges
- Minimum of 1 year post secondary education in a related field
- Experience supervising or coaching staff and/ or volunteers
- Current Standard First Aid and CPR certification
- Current criminal Reference check
- Returning to Post Secondary school