

Little Traverse Bay Bands of Odawa Indians

Job Posting



Job Title: Assistant Camp Counselor

Department: Youth Services Waaniigaanzijik Department

Reports to: Youth Services Director

Salary Range: \$14.89 - \$20.84 per hour

Status: Non-Exempt

Level: A13

Terms: **Full time (40 hours per week, Monday-Friday)**
Seasonal position (10 weeks, starting June 6th, ending August 12th)

Opens: **May 04, 2022**

Closes: **May 18, 2022**

SUMMARY: Youth Services *Assistant Camp Counselor* works with tribal youth day campers (ages 6-18).

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Provide assistance to Youth staff by supervising youth day campers at all times, to ensure safety.
- Assist set up and tear down of summer activities, guiding campers to and from activities, and reinforcing day camp and program rules and regulations.
- Implement weekly schedule and lead activities for small groups.
- Identify and respond to camper behavioral issues, and report concerns to camp leadership.
- All other duties assigned.

EDUCATION AND EXPERIENCE:

Must have experience working with k-12 youth. Experience working with active youth summer program preferred.

KNOWLEDGE, SKILLS AND ABILITIES:

Strong interpersonal skills are necessary. Must love working with children and maintain a positive attitude. Must understand and adhere to safety policies and apply best practices for youth summer day camps. Must be willing and able to walk 5 miles on uneven terrain, and bicycle 10-12 miles on trails or bike paths. Must be able to work in warm, cold or wet weather conditions. Must be willing to learn sports, and fishing skills (hooking worms, and catching/releasing fish) and participate in cultural trainings/activities.

CERTIFICATES, LICENSES, REGISTRATIONS:

Must possess a valid driver's license, reliable transportation and have an insurable driving record for duration of employment. Must maintain license and/or certification if applicable.

COMMENTS: Indian preference will apply; however, we encourage anyone qualified to apply. Position is contingent upon completing and passing a thorough background check.