

Position Title:	Summer Camp Counselor	Service Category:	CORE Susquehanna AmeriCorps
Service Site:	Donald Heiter Community Center, Inc.	Date Submitted:	2/20/2024
Site Address:	100 North 5 th Street, Lewisburg, Pa 17837	Travel Required:	No
Compensation:	Living Stipend - \$5,000 Education Award - \$1,824.07	Service Term:	May 13,2024-August 03.2024
Host Site Supervisor:	Andrea Tufo	Email:	Donaldheiter@gmail.com
Phone:	570-524-5000	Posting URL:	www.coreamericorps.org
Applications Accepted By:		Person and phone to contact for interview if different from supervisor:	
Email Jess Krispin CORE Susquehanna AmeriCorps Program Director jkrispin@union-snydercaa.org		Same	
Member Position Summary			
<p><i>The Mission of CORE Susquehanna is to serve community needs through member service in areas of Healthy Futures, Education, Volunteer Management and Community Service Projects.</i></p> <p><i>In addition to the member position summary and duties, ALL AmeriCorps members are required to participate in CORE AmeriCorps Group Activities. AmeriCorps members may not participate in any activities included in the Prohibited Activities as listed in the 'Partner Site and Member Agreements'.</i></p>			
<p>The AmeriCorps members hold an important role during our Summer Camp Program. They provide planning and execution of our curriculum and help staff members supervise large group of children during activities, on field trips, and during play times.</p> <p>The Community Center is a place for all people and our participant base is a representation of the general population, however we also are a safe place for minorities therefore we have a large population of underserved individuals. For this position, success is when every child enrolled is having a safe and fun summer experience.</p> <p>The ultimate goal for all adults involved with our programs is to maintain the utmost attention to youth safety and well-being while they are guests, to aid in the facilitation of a well organized and structured program, and to achieve adaptation with our programs without losing their individuality.</p>			
Duties and/or required training			
<ul style="list-style-type: none"> • Maintain high standards of health and safety in all activities for campers and staff. Ensure daily care is provided for each camper and recognize personal health needs. Be alert to campers and staff needs and assist them with personal and/or health problems and discuss concerns with camp director when needed. Be alert to equipment and facilities to ensure utilization, proper care, and maintenance is adhered to, report repairs needed to camp director. • Be a role model to campers and staff in your attitude and behavior. Follow and uphold all safety and security rules and procedures. Set a good example to campers and others in regard to general camp procedures and practices including sanitation, schedule, sportsmanship, and respect to differences. • Help identify and address social anxiety issues in youth. • Help assess school readiness of participants and help them improve academics as needed. • Participate enthusiastically in planning and leading all camp activities. • Maintain professionalism at all times • Observe campers' behavior, assess its appropriateness, and apply applicable behavior management techniques • Escort campers to all activities and workshops and help with clean up • Encourage respect for personal property, DHCC property, equipment, and facilities • Further Education and skills by preparing for and actively participate in pre-camp trainings and meetings 			

- Inform the camp director immediately of any personal, medical, or social concerns of the campers and/or staff.
- Interaction with campers- do not use your cell phone, text, no laptops, no iPod. Do not work on homework or hobbies.
- Complete student progress reports
- Manage, document, and train volunteers.
- Participation in CORE AmeriCorps Group Activities (Required)
- Members may not participate in any activities included in the Prohibited Activities as listed in the Partner Site and Member Agreements. This position description is an Addendum to the member Agreement. (Required)

Prohibited Activities

In order to comply with federal regulations, AmeriCorps members assigned to this site are prohibited from:

- a. Attempting to influence legislation.
- b. Organizing or engaging in protests, petitions, boycotts, or strikes.
- c. Assisting, promoting, or deterring union organizing.
- d. Impairing existing contracts for services or collective bargaining agreements.
- e. Engaging in partisan political activities, or other activities designed to influence the outcome of an election to any public office.
- f. Participating in, or endorsing, events or activities that are likely to include advocacy for or against political parties, political platforms, political candidates, proposed legislation, or elected officials.
- g. Engaging in religious instruction, conducting worship services, providing instruction as part of a program that includes mandatory religious instruction or worship, constructing or operating facilities devoted to religious instruction or worship, maintaining facilities primarily or inherently devoted to religious instruction or worship, or engaging in any form of religious proselytizing.
- h. Providing a direct benefit to a business organized for profit, a labor union, a partisan political organization; a nonprofit organization that fails to comply with the restrictions contained in section 501(c)(3) of the Internal Revenue Code of 1986 except that nothing in this section shall be construed to prevent participants from engaging in advocacy activities undertaken at their own initiative, and an organization engaged in the religious activities, unless Corporation assistance is not used to support those religious activities.
- i. Conducting a voter registration drive or using Corporation funds to conduct a voter registration drive.
- j. Providing abortion services or referrals for receipt of such services; and
- k. Such other activities as the Corporation may prohibit.

Minimum Qualifications (Academic, Physical or Experience)

- Driver's License
- 18 years or older
- Experience working with children
- Physical requirements:
 Ability to communicate and serve with groups and provide necessary instruction to campers and staff
 Visual and auditory ability to identify and respond to environmental and other hazards related to camp activities
 Physical ability to respond appropriately to situations requiring first aid. Must be able to assist campers in an emergency (fire, evacuation, illness, or injury) and possess strength and endurance required to maintain constant supervision.
 Endurance, including prolonged standing, some bending, stooping, walking long distances, climbing stairs, stretching.
 Hand eye coordination and manual dexterity to manipulate outdoor equipment
 Normal range of hearing and eyesight

Proposed Weekly Schedule and Required Number of Hours per week.

The Summer Camp Program is open Monday-Friday from 6AM-6PM. Minimum average of 40 hours a week, required to complete the program year. There is also one-week overnight camping trip that all members are required to attend.
 Evening and weekend work is optional with the exclusion of Nation Night Out, in Lewisburg.

Will the member be serving vulnerable populations (children, youth, elderly, disabled)?

Yes No

I understand the expectations and requirements of this position. I understand that this position description is an addendum to the AmeriCorps Member Agreement.

Member Name:			
Signature of Member Accepting Position:		Date:	
Signature of Site Supervisor:		Date:	
Signature of AmeriCorps Staff:		Date:	