Career Development Center
New York Early Childhood Professional Development Institute

School Day Counselor (Flushing Ymca)

YMCA of Greater New York

Flushing, NY

Other

Posted on February 25, 2020

Job Description

SALARY: $15.00 - $20.00 P/H
PART-TIME

The YMCA of Greater New York is here for all New Yorkers — to empower youth, improve health, and strengthen community. Founded in 1852, today the Y serves a diverse population of more than half a million New Yorkers who learn, grow, and thrive through programs and services at our 24 branches. Community is the cornerstone of the Y. Together, we connect active, engaged New Yorkers to build stronger communities.

The Flushing YMCA is seeking a School Day Counselor who, under supervision of the Community School Director, will play a critical role in the successful operation of the Community Schools Program at Beacon 189. The School Day Counselor will be responsible for providing a safe and positive environment for school age children, to provide opportunities for learning, interaction, and academic/ personal growth. Community School programs operate from 10am-1pm, Monday-Friday.

Responsibilities

- Ensure the health, safety and well-being of participants in the program, by providing appropriate supervision at all times.
- Plan and implement meaningful activities, lesson plans, and special events that are age-appropriate, exciting, challenging, and values based in the areas of arts, STEM, character development, creative expression, community service, physical fitness, and/or nutrition.
- Prepare the learning environment, lessons and necessary supplies for program activities.

- Support the coordination and presentation of a culminating performance at the end of the program cycle, if applicable.
- Assist children with homework and academic enhancement activities.
- Work cooperatively with program and school staff.
- Promote an inclusive, welcoming, and respectful environment that embraces the diversity of all participants.
- Create and maintain a strength-based, youth-focused atmosphere that is consistent and sensitive to the needs of participants with learning, emotional, or behavioral differences.
- Serve as a positive role model for participants.
- Maintain accurate program documentation (attendance, sign in/out forms, behavior/incident/accident reports, as appropriate).
- Understand and communicate the YMCA's core values and the goals of the Y Afterschool program to participants and care givers.
- Develop and maintain positive relationships with parents and guardians through regular communication about their child's strengths and areas of growth.
- Adhere to all Department of Health, YMCA of Greater New York, and funder standards, expectations, and regulations.
- Actively participate in training sessions, designated meetings and special events.

Qualifications

- High School diploma or equivalent required; college credits preferred.
- Minimum of one year of experience working with youth under the age of 13.
- General knowledge of MS Word, Excel, and PowerPoint.

We offer an exciting and innovative work environment with an organizational culture committed to serving all members of our community. As a leading not-for-profit, community service organization, our Association relies heavily on fundraising to support the wide range of programs we proudly provide the communities we serve. Our expectation is that all staff promotes participation of their branch fundraising efforts in some capacity.

Application Instructions

If you would like to be a member of our dynamic team, please send your cover letter and resume with subject line "***School Day Counselor***" to arowe@ymcanyc.org or to:

Flushing YMCA – Beacon 189
Attn.: Anthony Rowe
138-46 Northern Blvd
Flushing, NY 11354

EQUAL OPPORTUNITY EMPLOYER ? DRUGFREE WORKPLACE
Auxiliary aids and services are available upon request to individuals with disabilities

YMCA OF GREATER NEW YORK | Where there's a Y, there’s a way.

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