AASK Summer Day Camp Job Description
Counselor In Training Level I (Volunteer)

In the first year Counselor-in-Training program, high school students gain experience working with younger students in a multicultural educational setting as they begin to learn skills and strategies to increase the English language and academic skills of the students in the program. CITs often do their first year practicum with elementary school students as they prepare for working with middle school students as a CIT II. They may also do service learning in other organizations partnering with AASK to increase their understanding of the needs of the Portland Metro community.

At the CIT I level, applicants typically have beginning skills and experience working with children but may apply and be accepted even with no experience. Their job is to assist in providing a safe, fun atmosphere that creates a positive and effective learning environment. CIT I volunteers are evaluated at the end of camp about their skills development, interactions with students and staff, and receive a recommendation about advancing to CIT II.

Responsibilities

• Upholds the mission, purpose and standards of AASK at all times, and meets expectations with special attention to timeliness, dress code and cell phone use.
• Works at his/her highest and best at all times.
• Participates 100% in CIT training.
• Has 100% attendance during camp.
• Assists with behind the scenes tasks, assists in classrooms, and engages fully and in all ways with the training.
• Practices being a counselor first and friend second.
• Reflects and takes action to improve skills and effectiveness as a counselor.
• Listens with intent to learn at staff meetings, rather than provide solutions.
• Demonstrates leadership in the all camp field day and last night celebrations.
• Demonstrates leadership in the end of training CIT evaluation and celebration.
• Successfully completes First aid, CPR and food handling training during pre camp.
• Writes a one-page reflection paper at the end of camp.

Qualifications

• Demonstrates commitment to education by doing his/her best in school.
• Demonstrates maturity and a positive attitude when interacting with others.
• Committed to caring about and for children to promote education.
• Brings passion, dedication to education and desire to give to others.
• Reliable, demonstrates follow through.
• Experience working with children is preferred.
• Committed to positive teamwork.
• Committed to growing in the desire and skills to communicate and solve problems across differences in age, ethnicities, cultural groups and schools.
• Current high school student.

Days/Hours

June 22 – July 26, 7:45 – 4:15, exceptions noted below
June 22 – June 26 Pre camp, 9:00 a.m. – 3:30 p.m.
July 3 July 4 holiday, no camp
July 25, Friday Last day with students, 11:00 a.m. – 7:30 p.m.
July 26, Saturday Last day of camp for staff, clean up and closing, 9:00 a.m. – 3:00 p.m.