Y AFTER SCHOOL COUNSELOR

The Jamaica YMCA is seeking experienced individuals who will assist in the successful operation of the YMCA After School program.

Responsibilities:
- Ensure the health, safety and well being of children in the program by providing close supervision of all activities.
- Implement and support the development of the afterschool curriculum, helping school age children to improve literacy competencies, values and physical fitness in an activity based after school environment.
- Maintain accurate program documentation (incident / accident reports, behavior / homework logs, attendance and sign-in / sign-out sheets).
- Assist children with homework and guide students in their academic growth.
- Assist in planning and creating innovative age appropriate activities and develop lesson plans to conduct them.
- Communicate with families, on a weekly basis, about their children’s strengths and areas needing attention.
- Inform immediate supervisor of any concerns or problems concerning the program.
- Work as part of a collaborative team; provide support to other Specialists in implementing activities.
- Understand and communicate the YMCA philosophy and the goals of the Y After School program to the participants and parents.
- Adhere to all Department of Health and YMCA of Greater New York policies and standards.
- Communicate effectively with peers, participants, supervisors and school administration.
- Actively participate in all training sessions and designated meetings and special events.

Qualifications:
- Associated Degree; BA/BS preferred.
- Excellent verbal and written communication skills.
- Current CPR/First Aid certifications a plus.

We offer an exciting and innovative work environment with an organizational culture committed to serving all members of our community. If you would like to be a member of our dynamic team, please send your cover letter and resume with subject line “Y After School Counselor” to gdickinson@ymcanyc.org or to:

Jamaica YMCA
Attn.: Gregory Dickinson
89-25 Parsons Boulevard
Jamaica, NY 11432