



Counselor – Summer Spaces

The Fresh Air Fund, an independent, not-for-profit youth development organization, has provided free summer experiences to more than 1.8 million New York City children from low-income communities since 1877. Despite the challenges presented by COVID-19, The Fund continues to provide safe, fun, engaging and enriching experiences for New York City youth to keep the magic of summer alive through virtual and outdoor programs. Fresh Air children also participate in year-round leadership and educational programs. For more information, visit www.FreshAir.org.

Position Summary

The Fresh Air Fund's Summer Spaces program repurposes open streets across New York City into safe spaces for children to engage with each other through structured play outdoors in their own neighborhood. Summer Spaces operates in two sessions, from 9am-12 noon and from 1pm-4pm, Mondays through Thursdays. Approximately 60 children attend each week in one of twelve locations in Brooklyn, the Bronx, Queens, and Manhattan.

The Fresh Air Fund is recruiting Summer Spaces Counselors to work as part of a team in the energetic environment of The Fresh Air Fund's Summer Spaces. Counselors are responsible for providing quality supervision of participants and assisting in the implementation of daily activities. Summer Spaces is seeking staff who are positive role models in their communities and who have an interest in working in youth development.

All Summer Spaces roles are in-person and Counselors will report to the Site Leader.

Employment Period: June 28, 2021 – August 19, 2021

Hours per Week: 32 hours per week

Work Schedule: Monday – Thursday, 8am-5pm

Compensation: \$15/hour

Benefits: None

Responsibilities

Program

- Set up, monitor, and break down all equipment and activities.
- Ensure participants are encouraged to participate in a variety of daily activities.
- Manage challenging participant behavior and provide one on one coaching when applicable.
- Participate in all Summer Spaces activities with participants, role model appropriate behavior and assist Senior Counselors during activities.
- Identify and respond to factors that give rise to feelings of exclusion; atypical behavior or appearance.
- Prepare and deliver unstructured activities that foster group development and team building for transitions and downtime.
- Lead participant brief and debrief.

Leadership

- Demonstrate leadership to assure appropriate conduct and safety of Summer Spaces participants and staff.
- Cultivate Summer Spaces' culture of excellence in program delivery.

Resource Management

- Ensure compliance with all Fresh Air Fund policies and procedures as outlined in Staff Handbook.
- Manage Summer Spaces resources, including equipment and supplies.

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- Support Summer Spaces Site Leader and Assistant Site Leader in maintaining Summer Spaces wide excellence in customer service,
- Monitor and support participants through risk management and appropriately report concerns about issues of child safety regulations.

Additional Responsibilities

- Ensure a team-based work environment by communicating effectively and positively with supervisors, co-workers, volunteers, and other community partners.
- Be able to actively maintain program space, which includes cleaning and sanitizing high touch point areas throughout the program space, using established practices and procedures.
- Maintain and adhere to all Covid 19 protocols as set forth by The Fresh Air fund with guidance from New York State and Department of Health.
- Additional responsibilities as assigned.

Qualifications

- High school diploma or higher.
- Prior youth development experience preferred.
- Certified in CPR/First Aid preferred but not mandatory.
- Ability to thrive in a fast-paced, dynamic, and rapidly-changing environment.
- Able to read and interpret documents, such as safety rules, operating/maintenance instructions, and procedure manuals written in English.
- Ability to write routine reports and correspondence in English.
- Ability to speak effectively with guests, co-workers, and groups.
- Bilingual abilities a plus.
- Must be able to sit, stand, walk, reach with hands and arms, climb or balance, stoop or kneel, talk or hear.
- Able to regularly lift and/or move equipment and supplies weighing 20+ pounds.
- Comfortable with being exposed to wet, humid, and hot/very hot conditions.
- Must be willing to wear a mask at all times.

Application Instructions

To apply please, submit an application by clicking on the **In-Person NYC Jobs** link at:

<https://freshairfund.workbrightats.com/jobs/>. We are hiring on a rolling basis and encourage interested applicants to apply as early as possible. No calls or recruiters, please.

The Fresh Air Fund is proud to be an equal opportunity employer, committed to inclusive hiring, and dedicated to diversity in its work and on its staff. We strongly encourage candidates of all identities, experiences, orientations, and communities to apply.