
Summer Youth Programs

www.mtu.edu/syp
outreach@mtu.edu
(906)-487-2219

Weekend Counselor Position Description

The Basics

Weekend Counselor is a hybrid position combining weekend supervision of participants and travel with our SYP Charter Bus or Michigan Tech vans. The best weekend counselors are road warriors and Copper Country enthusiasts. They're excited to share the beauty of the Keweenaw and surrounding areas with stay-over participants and ensure they arrive and depart SYP safely and on-schedule. They are independent problem-solvers who are always up for an adventure. They're adaptable to changing conditions and keep calm when encountering challenges. Weekend operations counselors should be detail-oriented, trustworthy and capable of handling participant information and program funds responsibly. Oftentimes, weekend counselors are the first and last impressions participants and families alike have of Summer Youth Programs, so the impression they make is critical.

Compensation and Work Timeline

- Mid-June - early August (6 weekends* of employment plus 1wk required training)
- Paid training
- Lodging and meal stipend provided when traveling with charter bus
- Meals provided in Dining Hall while working on campus.
- Base Salary: \$11 per hour
 - Supervisor approval is required for any hours over 40/week from all Michigan Tech jobs combined
- Hours are variable but typically fall between Friday and Sunday evening
- All Weekend Counselors may be required to serve as an overnight chaperone on SYP charter buses.

* Week 6 scheduling subject to need.

Essential Duties and Responsibilities

- Cultivating a sense of community between participants and staff
- Supervise participants in weekend recreational activities
- Promote and share the history and culture of the Copper Country

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- Provide oversight for participant activities
 - Manage and interact with participants during meal times to ensure compliance with dining hall rules, identify potential issues and assist with ensuring an inclusive culture
 - Ensure compliance with SYP Expectations
 - Administer first aid as necessary
 - Supervise participants on the SYP charter bus for both arrival and departure routes
 - Interact with students and parents in a professional manner
 - Assume accountability for accurate and timely pick up and drop off of participants
 - Communicate with Lead Staff and Residence Hall Coordinators, and parents to ensure no-show students are contacted
 - Coordinate with bus drivers, Residence Hall Coordinators, and Logistics Coordinators to ensure smooth communication with bus
 - Ensure the safety of participants at all times
 - Other duties as assigned

Required Education, Knowledge, and Skills

- Have completed at least one year of college or equivalent experience
- Have a flexible schedule that allows you to be gone all weekends throughout the duration of programming
- Valid US driver's license with fewer than 6 points(MI or other state equivalent)
- Completed Michigan Tech Public Safety Van training
- Knowledge of or willingness to learn the history of the Copper Country and surrounding area.
- Ability to maintain confidentiality with sensitive information
- Willingness to be an authority figure first and a friend second
- Embrace diversity and enjoy working with students from many different cultural, ethnic, and economic backgrounds
- Maintain positive outlook
- Attention to detail and emphasis on safety
- Valid US driver's license with fewer than 6 points (MI or other state equivalent)
- Completed Michigan Tech Public Safety Van training*
- CPR/First Aid with AED Training*

*Training provided prior or during orientation

Desired Knowledge, Skills, and/or Abilities

- Experience working with youth in a mentoring situation
- Experience hiking and sightseeing in the Upper Peninsula

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- Valid Lifeguard Certification (American Red Cross or equivalent)

Work Environment

Summer Youth Programs is a fast paced work environment that engages over 1,000 students each year in high-impact educational experiences that prepare them for post-secondary success. Successful employees often need to spend prolonged periods of time on their feet and lift up to 50 pounds.

Required Training and Other Conditions of Employment

Successful applicants will be required to attend a week long paid training the week prior to the start of Summer Youth Programs. All successful applicants must also submit to and pass a State of Michigan background check prior to employment.