

Jr. Leader Program at SWCC

General Information



The Goal of the Jr. Leader Program

- To provide work experience in a safe, supervised setting
- To improve confidence in work skills
- To enhance interpersonal skills through training and public interaction
- To develop a sense of responsibility and strong work ethic
- To provide Jr. Leaders with opportunity to work with children & develop life long leadership skills

The Role and Expectations of the Jr. Leader

- The Jr. Leader is an assistant and aide to the camp staff
- Assist with the set-up, clean-up, and facilitation of games and activities
- Adhere to camp rules and demonstrate appropriate behavior to campers
- Interact with campers in a fun and kind way while maintaining authority
- Act as a positive role model for campers, remain engaged and present
- Communicate with staff when unsafe, inappropriate behavior is observed
- Maintain a positive, friendly and helpful attitude with staff and campers
- Arrive on time to work scheduled shifts, signing in and out in the volunteer log (contact the community center when issues arise)

Evaluation of Jr. Leader Performance

When completing evaluations, staff at SWCC look for...

- **Appropriate Attire:** close toed shoes, Jr. Leader shirt (provided by SWCC), comfortable but clean and unwrinkled pants or shorts. (Shorts must meet fingertips) General neat and clean appearance.
- **Focus/Attentiveness:** listens and observes the needs of staff and campers, responds in timely and appropriate manner to staff requests and directions, remains focused on task at hand, does not lose motivation
- **"Kid Skills":** works well with children, speaks with appropriate tone and language, makes eye contact, gets down to the child's level, remains engaged with children and encourages fun.
- **Politeness:** responds to all adults and campers respectfully and attentively (in a timely and honest manner), refrains from making side comments, eye rolling or other disrespectful nonverbal body language. Flexibility to move between camps/activities as need arises.
- **Punctuality:** arrives on time for shift and remembers to reliably sign in and out of the volunteer log (this is important for SWCC to track the number of volunteer hours dedicated to our center)
- **Communication with Staff:** openly discusses successes and challenges to staff in timely respectful way. Listens and responds to staff
- **Recommendation:** overall rating of Jr. Leader's performance

Resources Available to Jr. Leaders

When scheduling issues, uncertainty regarding a situation or expectation or interpersonal conflicts arise Jr. Leaders may contact the Jr. Leader Schedule Coordinator, at SWCCJrLeader@gmail.com.

****Please note: all Jr. Leader matters will be addressed via email, not via phone.****

Check out the Jr. Leader website for more information: www.portlandoregon.gov/parks/61156

