

YSSS Counselor Position

The Young Scholars Senior Summit (YSSS) program is a three-week summer at the University of Connecticut for academically talented students enrolled in the Jack Kent Cooke Foundation's Young Scholars program. It has been designed to provide young people with opportunities to participate in creative projects and investigations under the supervision of university mentors. YSSS Counselors will be responsible for rising senior high-school students who live in a UConn dormitory. Counselors will get to know their residents through formal and informal educational, recreational, and social programming. The position relies heavily on strong interpersonal skills and an understanding of and willingness to help the participants learn about group dynamics and self-awareness. Counselors will assist mentors and program administrators in supporting development of scholarly skills and attitudes necessary for high-level work on a university campus. Counselors will report to the YSSS Director of Residential Life and the YSSS Program Director. YSSS students will spend from about 9:00 am to 4:00 pm each weekday at mentorship sites. Counselors will be responsible for visiting students at their mentorship sites, eating all 3 meals with the students, and are then on duty in the residence hall or with students in other locations from about 3:00 pm or 4:00 pm on and through the night. Counselors are also on duty throughout the weekend days and nights. Counselors will each have 2 days off (24-hour periods) during the three weeks of the program.

YSSS Counselor Job Expectations

The following explains what is expected of YSSS Counselors. The Counselor plays an integral role in student learning through specific, planned activities and on-going individual and group/student contact. Counselors will live in the residential dorm with the students (single rooms will be provided)

Counselors will each be assigned to work with the students in 3-5 mentorship sites, usually having responsibility for 8-10 students. Counselors will visit their sites on a **regular** basis to observe the work the participants are conducting, participate themselves if the opportunity arises, and touch base with mentors about site activities and student progress. **Every evening**, counselors will be expected to meet with the participants from their assigned sites to discuss progress and activities.

Counselors will meet with the program coordinators each weekday typically at 1:00 pm. Counselors will be expected to return to the residence at 3 or 4 PM each day to greet participants as they return from their site work, eat dinner with participants, attend evening meeting(s), coordinate and participate in afternoon and evening events, and be on duty overnight. Weekends are mandatory, and counselors must be on duty throughout the weekend. This includes attending Saturday Jack Kent Cooke planned college counseling activities and Sunday field trips.

Characteristics Duties and Responsibilities

1. Help to establish an educational community and keep order within the residence hall.
2. Assist and advise groups and individual students and act as a liaison between assigned mentors and program coordinators.
3. Coordinate and supervise evening and recreational activities.
4. Be available to students whenever they are in the residence hall. Counselors are expected to sleep in their rooms each night for the duration of UConn YSSS program (July 8-31, 2022) except for two 24-hour days off.
5. Attend special afternoon and evening events sponsored by YSSS program (e.g., workshops, open mic nights, films, banquet, Academic Showcase).
6. Assist with administrative responsibilities (e.g., supervising linen exchange, inspecting rooms at the end of the program, enforcing evening curfew).
7. Assist the residential life director with the administrative procedures that pertain to the physical aspects of the residence halls (e.g., keys and locks).
8. Participate in weekend activities and weekday duty responsibilities. Responsibilities will be shared among counselors.
9. Enforce the rules of the university.
10. Behave in a manner that will not have a detrimental effect upon the University or the program participants. Counselors must be positive role models for the participants.

11. Work cooperatively with the maintenance and dining hall staff.
12. Attend daily staff meetings.
13. Be attentive to the personal well-being of the residents in such areas as safety, security, and emergency situations.

Minimum Qualifications

1. One year experience working in a classroom.
2. Strong interpersonal skills, with ability to establish good working relationships with individuals involved with YSSS program.
3. Ability to coordinate fun, interesting, recreational activities appropriate for teenagers.
4. Ability to resolve minor interpersonal conflicts.
5. Ability to work independently and regularly exercise judgement regarding well-being of student residents.
6. Good organizational skills.
7. Good written and oral communication skills.

Preferred Qualifications

1. Bachelor's Degree in a related area (e.g., education, social sciences, human relations).
2. Two to three years of classroom/counseling experience.
3. Previous experience working with teenagers between the ages of 15 and 17.

Appointment Terms

This is a temporary, 3-week, full-time position from July 8, 2022, to July 31, 2022, based on the Storrs campus. The weekly pay rate is \$883.33. Your room and board will be provided by the program. Counselors will spend 2-3 hours/day visiting mentor sites; attend mandatory weekday staff meetings; and be on duty in the residence from 3-4 PM each weekday through the overnight hours. Counselors are also expected to be on duty all day Saturday and Sunday, July 9-10, Saturday and Sunday, July 16-17, Saturday and Sunday July 23-24, Friday, July 29, and Saturday and Sunday, July 30-31 until all participants have checked out. **Attendance at staff orientation on Friday, July 8, 2022, is mandatory.**

If during employment, your actions regarding your responsibilities are deemed to be unprofessional or malicious, or your actions are deemed to put students, staff, or the program at risk, we reserve the right to terminate employment immediately.

TO APPLY

To apply, send a **cover letter, resume**, contact information for **three references, and the answers to the following questions/statements** via email to Lisa Muller, Executive Program Director at the Renzulli Center for Creativity, Gifted Education, and Talent Development at the University of Connecticut at lisa.muller@uconn.edu.

Please attach a brief description (~300 words) of yourself and why you are interested in a staff counselor position. Please include information on extracurricular activities and/or employment experiences that would DIRECTLY relate to the Counselor position.

As a counselor you will be required to plan and respond to different aspects of the program and different situations with participants throughout the 3-week period. For each situation below, please write 1-2 paragraphs to explain how you would respond.

Situation 1

It is 1:00 am and you are coming from the soda machine only to find 2 students running across the hallway into an adjacent room. Knowing that curfew is at 10:00 pm and students are not supposed to be outside of their rooms for any reason, how would you respond to this situation?

Situation 2

As a counselor, you are responsible for submitting a weekly activity sheet to Lisa and Jeff (the program directors) at the Monday staff meeting, to indicate the kinds of recreational evening activities you would be interested in facilitating. What types of activities would you plan to involve students, especially those who are shy or having trouble adjusting to their new environment? Please be specific.

Situation 3

As a counselor you want to make sure all the students have the best experience possible during the 3 weeks. A student comes to you to express discontent with his or her mentor, his or her roommate, and other counselors in the program. What would be your response to this situation?

For questions about the position, please contact Lisa Muller, Executive Program Director at lisa.muller@uconn.edu. We will begin accepting applications immediately and will continue to accept them until all positions are full. Evaluation of applicants will begin immediately.

Employment of the successful candidate will be contingent upon the successful completion of a pre-employment criminal background check and the completion of the Minor Protection training.

All employees are subject to adherence to the State Code of Ethics which may be found at <http://www.ct.gov/ethics/site/default.asp>.