

**Job Title:**  **Camp Counselor**

**Salary:**  **$13.20/hourly**

**Location:**  **Various**

**Reports To:**  **Recreation Coordinator**

**Employment Status:**  **Seasonal, up to 30 hours/week**

**FLSA Classification :**  **Non-Exempt**

**Job Summary:**

The ***seasonal Camp Counselor*** will assist with camp operations and lead small groups in camp-related activities. Camps may include but are not limited to sports, arts and crafts, STEM, special interest, preschool, and Day Camp. Direct supervisor is from the Specialty Camp Coordinator, Day Camp Director, or Recreation Coordinator.

**Supervisory Responsibilities:**

* This position will not supervise any staff.

**Duties / Responsibilities:**

* Assist with setup and clean-up of camp activities.
* Greet parents and children.
* Assist and lead educational and recreational camp activities.
* Participate in camp activities.
* Ensure the safety of campers.
* Sign campers in and out of camp daily.
* Perform other related duties as required.

**Required Knowledge / Skills / Abilities:**

* Skill in customer service-related communication skills.
* Skill in communicating with supervisors.
* Ability to earn and maintain First Aid & CPR certification.
* Ability to deal professionally with park and facility guests.
* Ability to work independently and with a team.
* Ability to work schedule during camp operation hours.
* Ability to be punctual and capable of working independently.

**Education, Experience and Qualifications:**

* A high school degree or GED is required. Or at least 1.5 years experience in recreational programs, childcare or work with children in some capacity, or equivalent combination of education and experience is preferred.
* Must be able to pass a background check.
* Preference may be given to those with CPR & First Aid certification.

**Physical Requirements:**

* The work environment involves both community center & outdoor park setting. Exposure to extreme heat, cold and inclement weather conditions can be expected.
* There will be periods of time standing, walking, lifting, and outside time to support camp responsibilities.
* Some lifting, carrying, pushing, and / or pulling may be required. Must be able to lift up to 50lbs.
* Parks & Recreation is a smoke-free facility; therefor smoking and vaping on all company premises is prohibited.

**Other Duties**

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

By signing below, I acknowledge that I understand the requirements, essential functions and duties of the position as outlined above.

Staff Member Print\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Staff Member Sign\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_