

VETERANS PARK DISTRICT - JOB Posting Camp Lead Counselor – Seasonal Part Time

GENERAL PURPOSE

Supervise and guide children ages 5-13 through games, activities, and.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Supervise day camp children during operating hours to ensure safety. Guides children through games, crafts, and activities. Meets weekly with Camp Supervisor to plan age appropriate activities for day campers. Communicates weekly activities to assistant counselor. Responsible for checking in each child in their group at drop-off. Builds a positive relationship with children and parents. Adheres to policies and guidelines outlined in the staff manual. Maintains a clean and welcoming environment at all times whether outside or inside.

Maintains a safe environment including acknowledging how many children are present at all times, being aware of any allergies, closely supervising and greeting parents during sign in/out, and keeping hazardous chemicals from reach of children.

Communicates incident reports and behavior problems to Day Camp Supervisor or Day Camp Manager (in the absence of Supervisor).

DESIRED MINIMUM QUALIFICATIONS

- A. Ability to communicate effectively
- B. Must be organized and be able to write age appropriate activities for day camp children
- C. Display excellent skills working with co-workers
- D. Ability to work with 10 children at a time
- E. Must display excellent behavior management skills
- F. Must be 18 or older

SPECIAL REQUIREMENTS

Child and Adult CPR & First Aid Certification

**Come in to any of our facilities to fill out an application and apply
for 2018 Summer Day Camp and Sports Camp Staff**