

EPRD Summer Camp Counselor in Training Job Description *Summer 2024*

Position Title: Summer Camp Counselor in Training

Works with counselors and supervisors to plan and execute all camp activities for assigned age group in a safe manner.

Position Responsibilities:

- All jobs are considered seasonal and one-year positions.
- Assist in organizing, promoting, leading, teaching, and conducting camp activities.
- Assist in enforcing the rules and regulations established by the SAC to ensure the safety and welfare of participants.
- Inspect facilities and equipment for hazards and unsafe conditions daily. Report problems to the Camp Counselors.
- Make recommendations to the Supervisor of your Group of activities and programs that would work in the program
- Participate in all activities as a supervisor of the children under your care
- Perform set-up, take down and clean up for all activities. This may involve cleaning bathrooms, picking up trash, and keeping the supplies stored in an orderly fashion.
- Maintain confidentiality.
- Attend weekly staff meetings as needed.
- Perform other duties as required
- Must be willing to obtain Red Cross CPR/1st Aid/AED certification, if not already certified.
- Required to wear uniform.

Time Commitment:

40 hours per week, from June through August. Monday-Friday.

Pay: \$13.00 - \$15.50 hourly, depending on experience and qualifications.

Qualifications:

- Excellent customer service skills.
- Ability to remain calm and make appropriate decisions.
- Good cross-cultural communication skills and the ability to work with a diverse population.
- Ability to communicate effectively, both written and verbal.
- Ability to effectively communicate in both one on one and group settings.
- Must be able to work entire season and attend trainings (June through August).
- Must be willing to obtain Red Cross CPR/1st Aid/AED certification, if not already certified.
- *Desired:* Summer Camp Experience
- Ability to frequently stand in outdoor summer conditions.
- Regularly lift, carry, push, pull, or otherwise move objects weighing up to 25 lbs.

How to apply: Interested applicants are encouraged to review a detailed job description and application on our website exeternh.gov/recreation. Completed applications must be submitted to Caroline Neel at cthuma@exeternh.gov. Applications accepted until filled. The Town of Exeter is an Equal Opportunity Employer.