**Nature and Variety of Work:**

The person in this position is responsible for providing a safe, enjoyable summer camp experiences for all campers in the summer camp program. This work involves taking direction, the ability to take charge, and having good judgement skills. A summer camp counselor is required to be always with the campers, including all swimming activities.

This position works Monday-Friday from 7:00am-5:30pm or 15-35 hours per week. Pay range for the Summer Camp Counselor is $14.05 to $15.00 pending on experience level.

**Responsibility and Supervisory Relationships:**

The camp counselor is directly responsible to the Summer Camp Coordinator and Recreation Programmer-Childcare Services. Camp counselors ultimately report to the Director of Recreation.

**Desirable experience and training:**

Camp Counselors should be at least 16 years of age, or show examples of leadership or youth program experience. They should have an understanding of age appropriate activities and behavior management techniques for children in grades K-8. The Camp Counselor should be able to initiate activities and be a self-starter, as well as have effective communication skills, for dealing with children and adults. Camp counselors should also possess the following traits: dependable, considerate, flexible, sense of humor, and a great work ethic.

**Summer Camp Counselor Duties:**

* Greet parents and campers with a smile daily.
* Be familiar with, and in compliance with, all the information in the staff handbook.
* Attend all staff meetings and training sessions, as well as complete all required online trainings.
* Ensure all environments, in which he/she supervises children, are safe and age appropriate.
* Plan/Implement activities and events as assigned by the Summer Camp Coordinator.
* Report any accidents, injuries, and incidences to the Recreation Programmer-Childcare Services and immediately fill out appropriate paperwork.
* Follow Emergency Action Plan.
* Adhere to duties and responsibilities assigned to you by the Senior Staff and Recreation Programmer-Childcare Services.
* Be accountable for all equipment and use it in an appropriate manner.
* Bring any suspicions of abuse or neglect of a child who attends camp to the attention of the Recreation Programmer-Childcare Services.
* Participate in all games and activities.
* Be a positive role model.
* Any other duties assigned to staff member by a Summer Camp Coordinator, or Recreation Programmer-Childcare Services and the Recreation Director that will better the overall recreation and leisure experience for not only the campers, but the community members of Buxton.