

Camp Counselor Job Description

Class Title: Camp Counselor (Summer Day Camp)

Department: Parks and Recreation

Location: Stuart Community Center, 415 Franklin Street, Carlisle, PA 17013

JOB SUMMARY

Plans and leads recreation activities for youth ages 5-12, including arts and crafts, physical activities, passive activities, field trips and other group events.

SUPERVISION

Works under the general supervision of the Recreation Manager and direct supervision of the Head Camp Counselor.

DUTIES/RESPONSIBILITIES

- Plans, schedules, and leads recreation activities including arts and crafts and passive and physical activities.
- Enforces camp rules and regulations and ensures safety in parks and recreation facilities.
- Direct and supervise youth in daily planned activities including appropriate usage of the playground and other recreation equipment, promoting teamwork, participation, and sportsmanship.
- Act as a positive role model, encourage good habits; discourage disruptive and bad behavior such as profane language.
- Performs basic first aid following prescribed procedures and contacts emergency medical personnel when required by the situation.
- Maintain positive public relations, and enthusiastically support the Carlisle Parks and Recreation Department.
- Greets new arrivals and introduces them to other campers; explains camp and facility rules.
- Reports camper or parent complaints/issues to Head Camp Counselor and works to resolve issues.
- Participate in Carlisle Summerfair's Peanut Carnival to lead activities.
- Performs other duties as required.

EDUCATION/EXPERIENCE

- Related course study and/or at least one-year volunteer or professional experience with recreation or education (preferred).
- Be at least a junior in High School.
- Must pass background screenings, including fingerprints.
- Current First Aid and CPR (preferred)

ABILITIES/PHYSICAL REQUIREMENTS

- Ability to establish and maintain effective working relationships with coworkers, supervisors, participants, and the public.
- Ability to swim (preferred).
- Ability to participate in games, sports, and physical activities.
- Able to maintain attention and high level of energy/excitement for extended periods of time.
- Must be able to spend majority of the time outdoors and tolerate a variety of weather conditions.