

City of Macedonia

Job Title: Camp Counselor

General Description of Work: Provide a safe and fun environment for campers.

Supervision Received: Receives general supervision from the Head Camp Counselor and Recreation Coordinator.

Essential Functions:

- Supervise children daily
- Plan activities ahead of time
- Communicate with parents regarding children's progress and behavior
- Lead the groups through the activities
- Go swimming with the campers
- Go on weekly field trips and ride the bus
- Be involved with the campers and keep them active
- Attend the weekly counselor meetings
- Must be able to work the entire weeks of camp
- Must notify of days needed off (before camp starts)
- Must work Before Care or After Care each week

Minimum Qualifications:

- Ability to supervise small children
- Good interpersonal skills to effectively work and communicate with co-workers, all age groups, and the general public

Education:

- High School Diploma or currently attending

Experience:

- Experience supervising young children preferred

Other:

- First Aid, CPR, and AED certifications

Work Environment:

- The functions of this position are performed in the recreation center with good ventilation and lighting. Some functions will cause exposure to light chemical substances such as cleaning products. Additional functions take place outside in the parks.

Physical Requirements:

- Ability to see and hear
- Ability to stand, stoop, bend and walk about
- Ability to lift children up to 50 lbs
- Possess an audible voice for communication

- Ability to move tables, chairs and other objects for room set ups

Pay Range: Grade 2 - \$10.10 – \$16.79/hr.

Employee Name (Print) _____

Employee Signature _____ Date _____