

Seymour Playground Camp Counselor Job Description

General Statement of Duties

The Playground Counselor is responsible for planning, leading, and implementing day to day programs and activities for children in small and large group settings. They are responsible for the participant's safety, development, growth, and skill achievement in their assigned group and within the overall program.

Essential Responsibilities

- Take responsibility for the health, well-being and happiness of all participants. This includes but is not limited to being responsible for your campers' safety and their whereabouts at all times
- Build relationships with participants in your assigned group and provide supervision to all children in the program as needed
- Teach and assist with playground programs and encourage camper participation
- Implement, lead & actively participate in all aspects of the campers day both in small and large group activities, including special events and off-site trips
- Know, understand and enforce ALL safety and emergency procedures associated with the playground program and provide and/or assist in first aid as needed
- Complete accident/incident reports as needed and carry through as stated in the accident/incident policy procedure
- Wear staff t-shirt and proper clothing daily
- Coordinate the use and care of all supplies and equipment
- Encourage and creatively motivate all children to participate in all activities ensuring that no child is left out
- Identify and respond to camper behavior issues and communicate them to your assigned Head Counselor or in their absence the Recreation Program Manager
- Ensure that the site is kept clean, organized, and free of litter
- Assist in maintaining accurate program records including incident reports, daily attendance and daily departure.
- Cooperate with and assist other counselors as needed. Be a team player
- Refer all parents and guardians as needed to Head Counselor or Recreation Program Manager
- Other duties as assigned

Essential skills

- Ability to motivate & encourage children of all ages to participate in a group environment.
- Ability to communicate with children and adults with kindness, respect, and understanding.
- Ability to use computers, including MS Office when necessary to complete reports and recordkeeping.
- Highly energetic and motivating individual who engages those who they are leading

Qualifications:

- 16 years of age or older and pass an employment background check (18 yrs or older) required by the Town
- Demonstrated experience and a desire to work with children
- The desire and ability to work in a cooperative, team-oriented atmosphere
- Enthusiasm, an abundance of energy, sense of humor, patience, self-control and a desire to have fun!
- Must be available to work Mon – Fri for 7 continuous weeks
- You may be required to stay late or arrive early for staff meeting
- Must attend all staff trainings in late May/early June
- Possession of current CPR, First Aid, Blood Borne Pathogen, and Concussion Training Certifications or Successful completion of courses given by Seymour Recreation

Supervision Received:

- Reports directly to the Head Counselor. Works under the general direction of the Recreation Program Manager

Salary: \$ 10.10 Commensurate with experience.