

Job Posting
Camp Counselor
(Part-Time)

Department: Parks and Recreation	Pay Grade: N/A
Reports to: Community Center Supervisor	Hiring Salary Range: \$7.50 - \$9.00
FLSA: Non-Exempt (hourly)	Deadline to Apply: March 22, 2019

General Statement of Duties

The Camp Counselor is under close supervision of the Community Center Supervisor. The Camp Counselor maintains leadership role among peer staff, volunteers and campers. The Camp Counselor is responsible for the demands and requirements of a group of children ranging from ages 5-13 years old such as: medical, physical, social, and emotional needs.

Knowledge, Skills, and Abilities

- Knowledge of word processing is preferred
- Ability to plan, organize, and implement age appropriate program activities
- Excellent public relations and communication skills are required
- Ability to establish and maintain effective working relationships with co-workers and the public
- Ability to teach and lead an activity
- Ability to follow written and oral instructions
- Ability to follow the operating procedures
- Ability to prepare clear and precise written reports
- Recognizes and responds to opportunities for problem-solving in the group
- Excellent character, integrity, enthusiasm, sense of humor, patience, self-control and adaptability
- Additionally, physical capabilities should allow to actively participate in the general supervision of activities of walking, running, hiking, etc.

Physical Requirements

Ability to actively participate in camp training, meetings and program activities.

Desirable Education and Experience

High school diploma and/or GED. Basic first aid and CPR certification is preferred.

Special Requirements

Must be at least 18 years of age. Possession of valid NC driver license. Ability to work varied schedule Monday – Friday from 7:30AM to 6:30PM