

Washington Township
Parks and Recreation Department
311 Production Dr.
Avon, IN 46123
317-745-0785
www.washingtontwpparks.org



Job Title: Camp Counselor
Immediate Supervisor: Camp Director/Park Director
Work Schedule: Seasonal, Monday-Friday
Salary: \$8.00/hour
FSLA Overtime Status: Non-Exempt

Purpose of Position:

The purpose of this position is to provide a safe and engaging environment for youth day campers by leading games, crafts, hikes and other activities. Counselor will work with other counselors and the Camp Director to develop, schedule and implement weekly camp activities for annual camp season.

Responsibilities:

- Follows all Washington Township Parks and Recreation policies and procedures
- Monitors and supervises campers and volunteers
- Assists with the medical needs and camper safety while in the program
- Plans and implements daily activities and schedules
- Supports campers in the camp or activities setting
- Implement safety regulations to keep a healthy and secure environment for all campers
- Develop and implement programming schedule for elementary school-age camp using programming guides, provided resources and supplies and previous experience to formulate daily activity ideas
- Form a list of supplies needed for assigned activities and provide to Camp Director within designated timeframes
- Maintain a professional appearance and demeanor at all times
- Other duties as assigned

Minimum Qualifications:

Candidate must be at least 16 years old (by 5/22/17). Must have or be able to obtain CPR and First Aid certification. Must obtain and submit a criminal history background check and submit to a drug test. Must have reliable transportation to and from program site. Must be able to begin work on May 30th, 2017 and work consistently through July 21st, 2017 (Monday-Friday). Opportunities for future spring and winter break camps may be available. **Job closing date: May 8, 2017.**

Please send applications to: llacey@avondfd.org or mail to
Lora Lacey
Washington Township Parks & Recreation Dept.
311 Production Dr.
Avon, IN 46123