

CITY OF GRANGER
Summer Youth Camps Staff Position Description
(Temporary Seasonal)

Hours: 8 to 15 hours per week during camp
Season: June - August
Age: 16 years of age and older

Purpose of Position:

To support director with teaching and maintaining camps assigned to.

Reports to:

Program Supervisor

Duties/Responsibilities:

- Conducts activities, games, crafts, field trips, etc. for children.
- Report at the program site at least 15 minutes before program begins.
- Encourages children to participate in group activities.
- Dress properly. (Staff shirt must be worn. No cut off jeans. No swim suits unless at the pool.)
- Make requests and give direction to children in a courteous manner.
- Know and enforce the rules of the program.
- Refer to detailed inquiries and questions to the Supervisor.
- Clean up after each daily program.
- No smoking.
- Assist with keeping daily attendance.
- Attend staff meetings as required.
- Performs related work as required.

Required Knowledge, Skills and Abilities:

- Knowledge of the rules, terminology, etc. of the camp assigned.
- Ability to communicate with children, staff, parents, and the public in general.
- Responsible and punctual.
- Self motivated and energetic.
- Ability to exercise good judgment and common sense in any given situation.
- Knowledge and ability to follow the directives of program coordinator.
- Certified in CPR and 1st Aid or ability to get certified.
- Must pass all aspects of a background check.
- Ability to walk, stand, climb, stoop, talk, hear, grasp and lift (50 lbs.) in any given situation.
- Ability to work indoors/outdoors in conditions where temperatures may reach 100 degrees or more for more than an hour.
- Ability to supervise children & adults and be responsible for their welfare.

How to Apply:

Submit your resume or application by email: grangerparksrec@gmail.com or drop off at City Hall
1906 Main Street, Granger.

Signature: _____
Effective Date: May 2016

Date: _____
Revised: May 16, 2016