



Seasonal Employment Opportunity

Job Title:	Day Camp Counselor	Department:	Community Development
Grade:	S3	Pay Range:	\$7.47-\$8.50/hr
Apply at:	Human Resources Department, City Hall, 601 Gloucester St., (2 nd Floor) Brunswick, GA 31520, An Equal Opportunity Employer or online at http://brunswickga.org/jobs.html		
Apply by:	Until Filled		

Job Summary

This is a Seasonal position involved in the management and supervision of a Day Camp Program for as many as 60 children between the ages of 5-12. In accordance with established program guidelines, policies and procedures, counselors plan daily/weekly camp activities. Work is assigned by general program objectives and goals. Work is reviewed by observation, conference, and results obtained. Performs other related duties as assigned, in support of customer needs and organizational objectives.

Essential Functions of the Job

1. Supervises program participants in various activities and events. Maintains a safe and orderly play environment in which children can learn group activities, social skills, and physical developmental skills such as hand/eye coordination. Monitors activities to ensure safe and proper operation and appropriate use of equipment.
2. Teaches, coaches and guides children in appropriate group behavior, social skills (such as sharing), visual perception and spatial relationships, coordination of body movement, hand/eye coordination through instructional and developmental recreational programs. Supervises such activities as running, jumping, skipping, dancing, and other appropriate games.
3. Observes the behavior of program participants (children) and proactively intervenes to maintain order and prevent injury. Assists in positive conflict resolution between program participants.
4. Maintains orderly participation and enthusiasm of program participants. Ensures that all rules and regulations are followed by the campers in Recreation facilities, buildings, swimming pools, on buses, and on field trips.
5. Serves as a positive role model for program participants and the public.
6. Assists in maintaining an inventory of equipment and supplies.
7. Adheres to rules, guidelines, policies, and procedures of the organization, at all times.

Other Duties:

Performs other related duties as appropriate in support of customer needs and organizational objectives.

Knowledge, Skills, Abilities, and Other Characteristics

1. Ability to supervise the safe play and participation of children in recreational and developmental activities.
2. Knowledge of safety issues and rules that govern safe play.
3. Knowledge of or ability to quickly learn the rules of play for youth and elementary program activities such as running, hopping, skipping, jumping, and dancing. Ability to learn simple rules and regulations for such games as dodge ball.
4. Ability to teach, coach and guide children as they learn about appropriate group behavior, social skills (such as sharing), visual perception and spatial relationships, coordination of body movement, hand/eye coordination through instructional and developmental recreational programs.
5. Ability to observe the behavior of program participants (children) and to proactively intervene to maintain order and prevent injury. Ability to assist in positive conflict resolution between program participants.
6. Ability to maintain the participation and enthusiasm of program participants.
7. Ability to establish and maintain effective working relationships with others. Ability to communicate and negotiate with children for the purpose of teaching and maintaining order.
8. Ability to serve as a positive role model for program participants and the public.
9. Ability to apply basic problem solving skills.
10. Ability to be flexible in changing priorities.
11. Physical ability to perform the duties of the job to include walking, talking, hearing, bending, stooping, kneeling, reaching, feeling, grasping, lifting up to 20 pounds; visual acuity sufficient to determine accuracy or neatness of work, and to make general observations of facilities and safety of children at play.
12. Willingness to work flexible hours.
13. Willingness to perform other related duties as appropriate, in support of customer needs and organizational objectives.

Minimum Requirements (Education, Experience, Training, Certifications/Licenses)

Some experience as a counselor with children's day camp programs or similar recreational activities, or equivalent combination of training and experience. Demonstrated ability to responsibly provide positive leadership and to guide the safe play of groups of children between the ages of 7 and 14. American Red Cross certification in First Aid and CPR or ability to become certified within 30 days of hire. Safe driving record and valid driver's license. Pre-employment drug screening required. Motor Vehicle Records history and Criminal Background check required.