



Grayslake Community Park District

Summer Camp Counselor

Job Description:

Summary:

Under the direction and supervision of the Camp Director and Recreation Supervisor, the Summer Camp Counselor is responsible for the direct supervision of program participants and the planning and implementation of age-appropriate activities. Counselors are expected to lead children in a variety of recreation activities and to provide a safe and enjoyable experience to all participants. The majority of camp is spent outside.

Responsibilities:

- Responsible for the direct supervision and safety of children
- Know the location of the participants at all times
- Responsible for the leadership of all scheduled camp activities and events
- Responsible for children when attending field trips including the Aquatic Center
- Supervise and participate with participants in the water while at aquatic facilities
- Participate in planning activities for participants
- Teach, instruct and run activities for participants
- Be knowledgeable of the daily schedule and calendar
- Encourage individuals to participate in group activities
- Work with other staff members as a team
- Act as a role model for young children
- Provide customer service and friendliness to all participants and parents
- Greet the campers by name and parents on a daily basis
- Report any problems to the Camp Director
- Communicate information to staff members and participants, as needed
- Maintain an approachable appearance and be friendly to participants and parents
- Attend all staff meetings and trainings
- Arrive on time as scheduled and dress appropriately to work
- Assist with set up and clean up

Additional Duties and Responsibilities

- Help and supervise the work of Counselors in Training (CITs), Special Recreation Association of Central Lake County (SRACL) staff members and volunteers
- Be knowledgeable of phone locations and the telephone numbers for the police, fire and paramedics
- Perform related work as required by the Recreation Supervisor and/or Camp Director

Physical Demands

The job may entail swimming, climbing, running, crawling, bending, kneeling, and sitting when working/playing with children. Occasionally movement of supplies, equipment, or moving a child is necessary in which case the maximum weight that you are expected to be able to lift is 25 lbs., though typically it will be less than this.

Qualifications:

- Experience: Individuals must be 16 years or older (by May 15, 2020) and have experience working with children
- Education: A basic knowledge of children's needs as they relate to a day camp setting
- Skills: Knowledge of age characteristics and appropriate activities for children, ability to lead, participate and organize children in a variety of recreation activities; maturity, good judgment and leadership ability
- Certifications: First Aid, CPR and AED certification is required or willingness to obtain within 2 weeks. Certification classes are offered by the Park District.
- Competencies: The ability to learn new skills and lead activities in an indoor/outdoor recreational setting. Ability to work with others.
- Must pass a background check

Schedule:

- Must be available mid-May through mid-August
- Monday through Friday, 8:00am to 3:45pm

Pay Rate:

\$9.50 - \$12 per hour

Application Deadline:

March 31, 2020

To Apply:

Download an application at www.glpd.com/employment

Questions:

Contact Recreation Supervisor Kendra Ring at kring@glpd.com or Recreation Supervisor Brice Walsh at bwalsh@glpd.com or call (847) 223-7529