

Summer Camp Counselor 2021 Job Description

Purpose

The Summer Camp Counselor will aid in supervising and effectively leading a group of campers in daily camp activities. Summer Camp Counselors will provide a safe and nurturing environment for all campers and be actively involved and have a positive attitude about all camp activities. Camp is planned to be entirely outdoors, unless CDC guidance changes dramatically. Summer camp is 40 hours a week, from June 21 through August 13, 2021, including a 40 hour training from June 21-June 24th.

Duties and Responsibilities

- Co-lead groups of up to 15 children ages 6-10 in classroom, outdoor and field trip settings.
- Plan and teach dynamic lessons with themes of natural history, natural systems, physical science, sustainability, and related topics.
- Promote a positive and healthy environment for all campers.
- Be aware of health, safety, well-being and location of campers at all times.
- Report major health problems to Camp Director. Supervise taking medication when appropriate.
- Be an active participant in all camp activities.
- Provide leadership and support to other Counselors, Junior Counselors and CITs.
- Ensure camp program areas are kept safe and clean.
- Conduct self professionally and warmly with staff, camp families, and the general public.
- Ability to respond appropriately to emergencies and situations requiring first aid.
- Be sensitive to campers' personalities, differences and needs.
- Set a good example for campers and others including cleanliness, punctuality, sharing clean up and preparation, sportsmanship, and attitude.
- Be fully versed and knowledgeable in all camp policies and procedures.
- Perform other duties as assigned.
- Drive 15-person van for field trips (if applicable for 2021).

Knowledge and Skills

- Current CPR and First Aid certifications required.
- Pass Criminal and Sex Offender Record Information background check.
- Documented proof of immunity or vaccination record as mandated by the Massachusetts Department of Public Health.
- Working knowledge of New England natural history preferred.
- Clean driving record.
- Demonstrated ability to develop activities, plan, organize and carry out daily programs.
- Ability to work independently and with a co-counselor.
- Excellent communication skills and a friendly manner.
- Passion and curiosity about the natural world.

- Able to accept supervision and guidance.
- Maintains enthusiasm, sense of humor, patience and self-control.
- Ability to lift 40 lbs.

Education and Experience

- At least one year working with and supervising a group of children.
- Bachelor's degree in education, biology, environmental education or working toward related field.
- Be at least 18 years old or completed high school.

- Compensation: \$15.00/hour

The Hitchcock Center is committed to diversity, inclusion, and equity in who we are and whom we serve: our staff, board and supporters and the people, groups and partners with whom we work.

We are an equal opportunity employer.

Please send a cover letter, resume and three professional reference contacts to Jeff Mazur.