



Town of Colchester Job Description

Vacation Camp Counselor

GENERAL STATEMENT OF DUTIES:

Plans and implements safe and fun activities for children grades K-5th or (ages 5-11 years old) during Spring vacation camp. Maintains a safe and fun recreational environment for all participants. Work in a safe and responsible manner, including following both OSHA and Town of Colchester safety policies.

WORK SCHEDULE/RATE OF PAY:

Up to but not to exceed 40 hrs per week.
Starting pay \$8.25/hr

SUPERVISOR:

Works under the direct supervision of the Camp Director & Recreation Specialist

ESSENTIAL DUTIES:

The following is an illustrative and non-exhaustive list of duties:

- Knowledge/experience in an assortment of sports and activities
- Exhibits dependability, punctuality, patience, teamwork, self-control and enthusiasm
- Possesses good leadership abilities and responsibility
- Demonstrates appropriate behavior at all times
- Has the ability to work with minimal supervision
- Plan and implement age appropriate activities for campers
- Demonstrate excellent communication skills, well-organized and professional
- Maintains a safe environment for all participants at all times
- Offers recommendations to improve the program
- Other duties as assigned
- Comply with Town of Colchester Personnel Policies

PREFERRED QUALIFICATIONS & CERTIFICATIONS:

- Must have/obtain a valid, current CPR and First Aid Certifications
- Experience working with children
- At least one year prior camp experience preferred.

The employee must be able to lift and/or move up to 50 pounds. Specific vision abilities required for this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

It is the policy of the Town of Colchester to provide a safe and healthy workplace for all employees. The Town of Colchester is committed to reducing and controlling the frequency and severity of work-related accidents. It is the responsibility of every employee to report all accidents, incidents and occupational illnesses, as well as any perceived hazardous conditions. While performing the duties of employment, it is the employee's responsibility to work in a safe and responsible manner. This includes following both OSHA and Town of Colchester safety policies

*This job description is not all-inclusive and is subject to change
by the First Selectman's Office at any time.*

