

Town of Brentwood, NH
Recreation Department
Seasonal Full-Time Camp Staff

TITLE: COUNSELOR
REPORTS TO: Camp Coordinator(s)

GENERAL DUTIES: Works under the supervision of the Camp Coordinator(s) and with other staff members to plan and execute all camp activities for their assigned age group. Maintain a safe and respectful environment for campers and staff.

SPECIFIC DUTIES/QUALIFICATIONS:

1. Assist your supervisor in organizing, promoting, leading, teaching and conducting weekly camp activities.
2. Enforcing the rules and regulations established by the BRD to ensure the safety and welfare of participants.
3. Inspect facilities and equipment daily for hazards and unsafe conditions. Report problems to your supervisor.
4. Report on activities, participants, plans, programs, and needs.
5. Maintain confidentiality.
6. Attend staff meetings as required.
7. Become acquainted with information and resources available to improve the program.
8. Participate in all activities of the children under your care. This means participation in water activities, games, crafts and other activities.
9. Perform set up, take down, and clean-up of all activities in and out of the camp building. This may involve cleaning bathrooms, picking up trash, and keeping supplies in an orderly fashion.
10. Perform other related duties as required.
11. Must be CPR and First Aid certified.
12. Must be at least 16 years old and have valid driver's license.
13. Must pass a background screening.
14. Experience in leading recreation and group activities, experience working with youth.
15. No week vacation, request for time off of more than 2 schedule days in a week requires approval prior to hire.
16. Identify and respond to camper behavior issues.
17. Know, enforce, and follow all safety guidelines associated with the camp and all program areas. This includes but is not limited to being responsible for your campers' safety and their whereabouts at all times.
18. Education classes or experience in camp, youth programs, recreation, working with children, or in a related field.
19. Desire to have fun!
20. Ability to work as a member of a team and the ability to accomplish tasks with little direct supervision.
21. Must possess quality communication/listening skills.

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22. Presents themselves in a positive manner that promotes BRD's camp values and displays a positive image as an employee for the Town of Brentwood.

Physical Demands

- Must have the physical ability to lead and participate in camp activities which include, but are not limited to, hiking, canoeing, swimming, team building initiatives, building campfires, physical games, and activities.
- Must have the ability to restrain and physically support children when needed for safety in general camp activities (child weighing 50 - 200 pounds).

Equipment Used

- Bull horn
- Sports equipment
- Telephone
- Calculator

Compensation/Benefits

- Camp counselors will be paid \$9/hour their first summer. On average, a camp counselor will work 40 hours a week, for 7 weeks (June 25th – August 11th)
- Leadership experience
- A direct (positive) impact on a child's life
- Resume builder
- Fun, creative, and respectful environment

Applications

- Please send resume and a completed Town of Brentwood employment application to the Recreation Department at the Brentwood Town Offices, 1 Dalton Rd. Brentwood, NH. Or, email to: recreation@brentwoodnh.gov
- Applications will be accepted until the positions are filled.