**Job Posting**

TOWN OF STAFFORD

**SUMMER RECREATION CAMP COUNSELOR**

Department: Recreation Commission

Location: Staffordville Lake, 21 Lyons Road, Stafford Springs, CT

Bargaining Unit: Non-union

Wages: Starting pay $16.00 per hour, rate increased based on experience

Posting Dates: April 2, 2024 until positions filled

### General Statement of Duties

The Summer Recreation Camp Counselor provides supervision and engages campers ages 6 through 12 in participation of various individual and organized recreational activities. The Camp Counselor ensures the health, comfort and safety of campers by modeling respectful communication and positive interactions while enforcing Camp rules and regulations.

### Supervision Received

Works under the direction of the Town of Stafford Summer Recreation Camp Assistant Coordinator.

### Typical Duties

Plan, prepare and provide instruction of daily Camp activities. Recognize and respond to emergency situations, administer first aid as needed and prepare corresponding reports. Perform general cleaning of Camp facilities. Accompany campers on Town provided bus transportation and/or field trip events. Monitor food service activities. Report all safety and health concerns to the supervisor. Remain weather aware and attentive to camper questions and concerns. Maintain all necessary certifications and attend required meetings and trainings.

### Required Qualifications

Must be at least 16 years of age

Must have reliable transportation

The Summer Recreation Camp Counselor is required to exercise considerable independent judgment and demonstrate commitment to diversity, equity, inclusion, safety and promoting a positive recreation environment while being firm and direct with campers. Must be able to follow oral and written instructions and communicate effectively. The Camp Counselor will demonstrate maturity, responsibility, enthusiasm, courtesy and cooperative attitude in performing the duties of this position.

**Physical Requirements**

The Summer Recreation Camp Counselor performs work primarily in an outdoor environment in summer months. Frequently required to stand and walk and for extended periods of time and sit occasionally. Frequently required to handle or manipulate objects. Occasionally the employee may be required to reach; stoop, kneel, crouch or crawl; climb or balance. Must be able to see and hear. Must be able to lift, push, pull, and move a minimum of twenty (20) pounds.

Employee may work beyond normal working hours to ensure all campers are picked up. Employee may be exposed to adverse weather conditions including heat, rain, wind, dust and allergens and be exposed to blood, body tissues or fluids or other potentially infectious or toxic substances. The noise level in the setting is moderately noisy.

The applicant will be required to successfully complete pre-employment drug testing.

**Work Schedule and Benefits**

This is a seasonal full-time thirty-five (35) hour work week Monday through Friday 8am to 3pm for the duration of the program which is scheduled July 1, 2024 through August 9, 2024. This position is not eligible for benefits.

This information is intended only as an illustration of the various types of work that may be performed in this position and must not be construed to be a complete inventory of the position’s duties, responsibilities, and qualifications or as an employment contract.

Qualified applicants should submit a resume, three letters of professional reference and an application to the Town of Stafford, Attn: Human Resources, 1 Main St, Stafford Springs, CT 06076 or via email at [HR@staffordct.org](mailto:staffordtownhall@staffordct.org). The Town of Stafford employment application can be found at [www.staffordct.org](http://www.staffordct.org) under Departments, Human Resources.

The Town of Stafford is an Equal Opportunity Employer