



BERWYN PARK DISTRICT JOB DESCRIPTION
FUN IN THE SUN PRESCHOOL CAMP – CAMP COUNSELOR

Qualifications:

- Must be a minimum of 18 years of age.
- Must be certified in American Red Cross certification and Community First Aid and Safety.
- Must have experience and an interest in working with children.
- Must pass a criminal background check

Immediate Supervisor:

The Fun in the Sun Camp Counselor is under the direction of the Camp Director and the Early Childhood & Recreation Manger.

Essential Functions:

1. Presents a positive attitude and promotes a favorable image for the Berwyn Park District at all times.
2. Facilitates and actively participates in daily activities for camper group, including games, crafts, and swimming.
3. Insures the guidance and safety of all campers in assigned group.
4. Serves as a positive role model for camp by upholding all Berwyn Park District policies and following all camp rules.
5. Establishes and maintains standards of camper behavior needed to achieve effective participation in all activities without interfering with the natural environment of camp.
6. Records daily attendance of campers and other records as required.
7. Assists in the implementing and planning of special camp events.
8. Attends weekly staff meetings and other meetings or events as required.
9. Maintains positive relationships with campers, parents, and other staff members. Attempts to answer parent questions or refer them to the camp director.
10. Work with the safety coordinator to implement safety practices and to enforce safety policies within the recreation department.



Marginal Functions:

1. Maintain a healthy and safe environment for campers enrolled in the program.
2. Maintain a proper economy of supplies and equipment.
3. Perform other program-related duties as assigned by the EC & Rec Manager or the Camp Director.
4. Exhibit a continuous awareness of comfortable room environment through control of heat, lighting, and ventilation to the extent possible.
5. Maintain a healthy and safe environment that is appropriate for the age level of the children enrolled.

Psychological Considerations:

The Fun in the Sun Camp Counselor may feel added pressure from being responsible for the children enrolled in the program.

Environmental Considerations:

May be exposed to elements during outdoor activities. Temperature, humidity, and lighting conditions may change.

Cognitive Considerations:

Must be able to administer the operation of the Fun in the Sun Camp. The ability to disseminate information to others in a clear, concise manner is necessary.

Salary Range:

\$11 per hour