

Washington Township
Parks and Recreation Department
311 Production Dr.
Avon, IN 46123
317-745-0785
www.washingtontwpparks.org



Job Title: Camp Counselor
Immediate Supervisor: Camp Director/Park Director
Work Schedule: Seasonal, Monday-Friday (15-40 hours/week)
Salary: \$8.00 - \$12.00/hour
FSLA Overtime Status: Non-Exempt
Job Description Revision: 5/06/2020

Purpose of Position:

The purpose of this position is to provide a safe and engaging environment for youth day campers by leading games, crafts, hikes and other activities. Counselors will work with other counselors and the Camp Director to implement weekly camp activities for annual camp season.

Essential Functions:

- Follows all Washington Township Parks and Recreation policies and procedures
- Monitors and supervises campers
- Assists with the medical needs and camper safety while in the program
- Implements daily activities and schedules
- Supports campers in the camp or activities setting
- Implement safety regulations to keep a healthy and secure environment for all campers
- Responsible for filling out incident and accident forms electronically
- Maintain a professional appearance and demeanor at all times
- Other duties as assigned
- Adhere to all COVID 19 regulations and guidelines that have been provided by the Camp Director and approved by the CDC pertaining to daily routine of staff and campers as well as supervising the staff and campers in following these guidelines at all times.
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Minimum Qualifications:

- Candidate must be at least 16 years old by the start of camp.
- Must have or be able to obtain CPR and First Aid certification.
- Must obtain and submit a criminal history background check and submit to a drug test.
- Must have reliable transportation to and from program site.
- Must be able to conduct yourself in a positive manner.
- Experience in leadership positions.
- The ability to work independently while still meeting deadlines.
- Opportunities for future fall, spring, and winter break camps may be available.