



JOB DESCRIPTION

Summer Playground Counselor – Seasonal Part-Time

REPORTS TO: Summer Playground Leader

RATE OF PAY: \$7.60-\$11.20 per hour

HOURS OF WORK: 5-6 weeks during the summer months / 20-25 hours per week

The Summer Playground Counselor will assist in the day to day Summer Playground program including activities, crafts, games, and sports, reporting to the Summer Playground Supervisor and taking direction from the on-site Summer Playground Leader.

Responsibilities

- Assist in keeping activity areas clean and neat and assist Leaders in organizing daily activities.
- Greet campers and parents, engage campers in activities upon arrival and throughout the day.
- Be engaged in activities, crafts, games, and sports with campers.
- Be a positive role model to campers, and other staff in your attitude and behavior, cleanliness, punctuality, attire, clean-up responsibilities, rules, and sportsmanship.
- Attend field trips, assisting in supervision of children.
- Enforce safety regulations and emergency procedures.

Requirements to hold this position:

- Must be a minimum of 16 years of age, background experience in childcare, education field or volunteerism in related field preferred.
- Must have the ability to become certified in First Aid/CPR.
- Must have:
 - Current Pennsylvania Child Abuse History Clearances (CY113) Act 151
 - Current Pennsylvania Criminal Record Checks for Employment (SP4-164) Act 34
 - Current Federal Bureau of Investigations (FBI) Criminal Background Checks Act 114
 - Please refer to: www.pottsgroverec.com for more employment information and to download these forms.

Required Knowledge, Skills, and Abilities

- Ability to seek help in behavior management when needed.
- Cooperate with other counselors and staff.
- Ability to work with all school-age children 5 thru 12 years old, parents, visitors, guests, and staff in a positive and friendly manner.
- Some swim experience preferred.

Physical Requirements

- Prolonged standing, bending, stooping, walking, sitting.
- Ability to lift up to 50 pounds.
- Ability to work in changing weather conditions and variable temperatures.

Please note:

- Previous employment with the Pottsgrove Recreation Board - Summer Playground Program does not guarantee rehire.
- Employees are required to work the entire length of the summer session without days off. (Unless prearranged with the Director).



- All employees are required to attend the Staff Meeting on Thursday, June 11th @ 6PM – mandatory for employment.
- 2020 Summer Playground will run Monday, June 29th – Friday, July 31st, 2020. There will be NO playground or swim on Friday, July 3rd, 2020 for Independence Day.

APPLICATION DEADLINE: FRIDAY, APRIL 17, 2020

APPLY: visit <http://www.pottsgroverec.com> to download application and mail in.

Pottsgrove Recreation Board is an Equal Opportunity Employer committed to excellence through diversity. Employment offers are made on the basis of qualifications and without regard to race, sex, religion, national or ethnic origin, disability, age, veteran status, or sexual orientation.