



SOUTH WINDSOR
Parks & Recreation

South Windsor Parks and Recreation Navigators/ Jr. Navigators Summer Camp Counselor

Position: Navigators/ Jr. Navigators Summer Camp Counselor

Reports To: Camp Directors

Job Type: Seasonal- 4-week program July | 20-25 hrs/week

Rate: \$17.50/hour

Job Summary: Navigators is an adaptive Camp for youth and young adults with disabilities. Under the direction of the Camp Director and Assistant Camp Lead, the Navigators Summer Camp Counselor is responsible for the direct supervision and safety of all Campers. This position is responsible for assisting the Site Supervisors in all phases of successful safe operation and total administration of the camp program.

Know How: The Summer Camp Counselor should be a motivated team player, with good communication skills, and express an interest in working with individuals with varying abilities. The Counselor should be flexible, demonstrate an ability to lead organized activities and understand additional support needs, as well as day camp activities. Minimum of one-year experience leading or supporting activities with youth with additional support needs. The Navigators Summer Camp Staff should be at least 18 years of age and have a high school diploma or its equivalent. CPR and first aid certification preferred.

Responsibilities:

- To act as a positive role model for our campers, provide guidance and leadership, a sense of fair play, cooperation, and an understanding of the environment.
- Attend all required trainings
- Actively maintain sign-in/ out records while following proper procedures
- Reviewing and maintaining detailed rosters of assigned campers
- Provide quality customer service to all participants
- Implementing and supervising activities
- Following assigned schedule while actively participating in all activities
- Assisting Lifeguards with supervision during all aquatic related activities
- Maintaining a controlled and professional atmosphere with on and off-site field trips
- Ensuring safe practices with all equipment and supplies
- Utilizing CPR/ First Aid/ AED/ Bloodborne Pathogens training when necessary
- Effectively communicating issues, concerns or announcements amongst staff and parents/ guardians
- Providing proper documentation for incidents/ accidents/ behavior reports
- Implementing proper behavior management and discipline procedures
- Distributing any handouts to parents/ guardians
- Assist in overall operation of camp program