



Camp Counselor

Hours: Part-time, temporary, seasonal position June 1 – August 16, 2024

Camp Hours: Monday – Friday 8:30am-2:30pm from June 10 – August 16, 2024

Weeks can vary based on counselor availability.

Reports to: Program Director and Camp Coordinator

Salary range: starts at \$16.00 per hour

Job Overview: Become a part of a historic non-profit organization providing artistic, recreational, and educational opportunities for our local communities! We are seeking energetic, caring, passionate camp counselors dedicated to providing a great experience for our Camp Runamuk participants.

Responsibilities:

- Plans, leads, and implements camp programs for children ages 5 - 10
- Provides high-quality educational and recreational opportunities and enjoyable experiences for camp participants
- Supervises campers and ensures their safety, development, growth, skill achievement, and general well-being
- Maintains a schedule for camp participants
- Facilitates and creates lesson plans for daily activities
- Organizes and leads various small and large group activities
- Ensures the cleanliness of the site before and after camp completion
- Assists in maintaining accurate program records: including incident reports, sign-in/out documentation, and daily scheduling
- Knows and understands all emergency procedures associated with the camp program
- Records and tracks camper's dietary restrictions/allergies
- Mediates any campers' disputes
- Knows, enforces, and follows all safety guidelines associated with the camp program
- Maintains constant surveillance and head counts of all campers within your 1-to-6 ratio

Minimum Qualifications

- At least 16 years old
- Enjoys working with children
- Leadership
- Alertness
- Communication skills
- Patience
- Problem-solving skills
- Energetic
- Caring personality
- Organization skills
- Mediation Skills
- Ability to perform a variety of tasks outside in various climates

Mandatory Requirements

- Education and experience in camp, youth, and recreation working with children or in a related field
- First Aid, CPR, and AED trained (if not, training will be provided)

To apply, please submit a cover letter and resume to jobs@cclcf.org. No phone calls or walk-ins please. *The Community Center of La Cañada Flintridge is a non-profit 501(c)(3) organization that has a 75-year history of community service for educational, cultural, and recreational programs for all ages. CCLCF is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, or age.*