

## **Summer Camp Chaperone**

### **Job Description**

S.T.E.M.agination Camp is looking for a highly qualified individual to represent the company well and to provide children with a positive camp experience for summer 2016. The summer day camp is a seven (7) week program with one (1) week of staff training. The Summer Camp will begin on 6/20 and end on 8/12. The Summer Camp Chaperone will be expected to attend training meetings with the Camp Director prior to staff training, to be determined.

### **Position Purpose:**

The chaperone of the S.T.E.M.agination Summer Camp will be responsible for assisting the Camp Counselor with the overall safety and the day-to-day operations of camp.

### **Essential Job Functions:**

1. Supervise campers and interact with counselors.
  - Implement crisis and risk management procedures, when needed.
  
2. Oversee the daily operation of campers and safety.
  - Know and understand the safety plan.
  - Work collaboratively with internal and external groups to ensure the enhancement of the camp operation.
  - Participates in all activities with their groups, making camp fun for their campers, teaching skills, providing encouragement and support.
  - Serves as a role model to young children by demonstrating high standards of personal conduct.
  - Supervise campers and help guide parents to the assigned age groups.
  - Responsible for campers' safety; on the bus, on a trip, at activities, and during transitions.
  - Reports any accident to proper camp personnel.
  - Takes accurate attendance of campers daily.

**Other Job Duties:**

- Provide direct supervision for campers while campers are transported to and from camp or during scheduled field trips off of camp property.
- Contribute to verbal and written evaluations and communication as requested.

**Relationships:**

The Camp Chaperon will work with the Camp Counselor to provide a great experience for the day camp campers and. An open line of communication is required.

**Equipment Used:**

Equipment that may be used during the summer includes sporting equipment, arts and crafts supplies, radios and First Aid/CPR supplies.

**Qualifications:**

- Must be 18 years of age or high school graduate.
- Must have experience working with children.
- Upon hire, must complete provided First Aid and CPR certification.
- Must submit health history record and examination form prior to first day of work
- Must pass all aspects of a background check.
- Ability to interact with all age levels.
- Previous experience working with kids preferred.

**Knowledge, Skills, and Abilities:**

- Understanding of the development needs of youth.
- Ability to relate to youth and adults in a positive manner.
- Demonstrated knowledge and skill in program areas designated camp program areas.

**Physical Aspects of the Job:**

- Ability to communicate and work with groups participating (Children going into 1st - 8th grades) and provide necessary instruction to campers and staff.
- Ability to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques.
- Visual and auditory ability to identify and respond to environmental and other hazards related to the activity.
- Physical ability to respond appropriately to situations requiring first aid.
- Must be able to assist campers in an emergency (fire, evacuation, illness, or injury) and possess strength and endurance required to maintain constant supervision of campers.
- Willing to learn and teach different recreational activities including kayaking, sports, etc.
- Camp Chaperon will have daily exposure to the sun, heat, animals and insects.

**Pay:**

Salary will be commensurate to experience, starting at \$8.50 per hour.

**How To Apply:**

Submit your cover letter, resume and application by email to [evansphd@comcast.net](mailto:evansphd@comcast.net) or by mail to 38777 Six Mile Rd., Suite 301, Livonia, MI 48152; Atten: Kimberly Evans

**Deadline:** May 1st, 2016