

Asst. Summer Camp Director

City of Ventnor

Overview:

Helps ensure all aspects of camp to run smoothly and efficiently, as well as assist in the management and supervision of the camp programs. He / She will have direct contact with parents, counselors, and campers on a daily basis. Reports directly to Camp Director.

Possible advancement to Director position

Responsibilities:

- . Work directly with the Camp Director to create a safe, fun, and energizing camp atmosphere.
- . Demonstrate a positive and enthusiastic attitude and encourages enthusiasm in campers and counselors.
- . Maintain a high level of communication with parents.
- . Track camper attendance and contact with parents if camper is absent.
- . Help counselors maintain order during activities.
- . Ensure all equipment and supplies are prepared for use and properly cleaned and stored at days end.
- . Supervise campers / counselors and deal with any disciplinary issues.
- . Carry out any other duties as assigned by Director.

Suggested Requirements:

- . Bachelor's degree
- . Experience in camps or children's activities
- . Available Monday to Friday, 8:30 am to 1 pm, July 1st – August 15th
- . Valid driver license
- . Back-round checks

Wages:

Range \$18 to \$22 per hour