Camp Counselor

REPORTS TO:
Head Counselor and Camp Director

COMPENSATION:
Commensurate with experience

DAYS AND HOURS:
Session I: June 8 – June 26
Session II: July 6 – July 24
Monday – Friday 8:30am – 4:00pm
Supervise Extended Care approximately twice per week
One evening each session for the Celebration of the Arts

RESPONSIBILITIES:
• Ensure the safe arrival and departure of all campers throughout the day.
• Take morning and afternoon attendance, attendance at class turn-around, and report results immediately to the Camp Director.
• Create camp lessons plans, including games, crafts, and traditional camp activities that engage campers and help them create meaningful friendships.
• Facilitate class turn-around.
• Actively participate during art, music, and drama classes as a faculty assistant.
• Attend mandatory pre-camp orientation sessions and weekly staff meetings.
• Resolve and/or report all maintenance and supply issues to Camp Director.
• Report in writing, any and all incidents to the Camp Director.
• Additional duties as assigned by the Head Counselor, Program Director and/or Camp Director.

EXTENDED CARE:
• Arriving at least one day a week at 7:45, and staying one day a week until 6:00.
• Welcoming extended care campers at the morning drop-off location
• Engaging campers in extended care activities that foster creativity and friendship.

CELEBRATION OF THE ARTS:
• Attend Celebration of the Arts. This will be the night before the last day of camp of each 3 week session lasting until approximately 8:00 pm.
• Assist Camp Director with room, tent, and event set-up. This will occur between the end of the daily camp session and the beginning of Celebration Ceremonies.
• Ensure Campers safety at all times and help coordinate their timely scheduled performance arrival time.

TO APPLY:
Complete the General DAMAC Application 2020.
Email your application, cover letter, résumé, and the contact information for two references to: mbunder@adlercenter.org

Or mail to:
David Adler Music and Arts Center
Molly Bunder, Program Coordinator
1700 N. Milwaukee Avenue, Libertyville, IL 60048