



# Camp Counselor

## COMPENSATION:

Commensurate with experience

## REPORTS TO:

Program Director & Assistant Camp Director

## DAYS AND HOURS:

Session I: June 13 - July 1

Session II: July 11 - July 29

Monday – Friday 8:30am - 4:00pm

Supervise After Care approximately twice per week.

## 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 Program 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 Program Director and Assistant Camp Director.
- Report in writing, any and all incidents to the Camp Director.
- Additional duties as assigned by the Program Director and/or Assistant Camp Director.

## EXTENDED CARE:

- Staying one to two days a week until 6:00pm.
- Engaging campers in extended care activities that foster creativity and friendship.

## QUALIFICATIONS:

- Some camp counseling experience recommended
- Enthusiasm for working with grades K-3
- Ability to pass a background and drug test.

## TO APPLY:

Complete the General DAMAC Application 2021.

Email your application, cover letter, résumé, and the contact information for two references to: [ellen@adlercenter.org](mailto:ellen@adlercenter.org)

### or mail to:

Adler Arts Center

Ellen Williams, Program Director

1700 N. Milwaukee Avenue, Libertyville, IL 60048