

**BLACKROCK CENTER FOR THE ARTS
SUMMER CAMP COUNSELOR JOB DESCRIPTION**

TITLE OF SUPERVISOR: Director of Education

OVERVIEW

Counselors care for day campers, ensure their safety, provide leadership and companionship, assist camp directors in educational programming and participate in all camp activities.

RESPONSIBILITIES

Counselors will:

Supervise a group of approximately 14 campers and participate in all daily camp activities.

Identify and meet the needs of campers to ensure a safe, positive and educational experience for each child.

Provide assistance and encouragement to campers as they participate in all camp activities.

Keep campers engaged and entertained by demonstrating enthusiasm for all aspects of the camp program, including dance, music, theater, and visual art activities.

Act as a positive role model for campers.

Preserve the BlackRock Center image through positive interactions with parents, visitors, guests and others.

Assist with set-up and clean-up.

Supervise lunch time and free time of campers, assist with car-pool arrival and dismissal times.

Participate in pre-camp staff meeting.

Perform any other duties that may be requested by camp directors.

KNOWLEDGE, SKILLS, AND EXPERIENCE REQUIREMENTS

Previous experience working with children.

Excellent judgment and demonstrated ability to be responsible and reliable.

Enthusiasm and positive outlook.

Ability to be alert and physically active for the entire six hour camp day.

Knowledge of or previous training in one or more of the camp areas of concentration (including music, dance, theater or the visual arts) helpful.

OTHER REQUIREMENTS

Ability to come to work on-time and stay for the entire allotted schedule

Ability to handle multiple tasks

Ability to work with others

WORKING CONDITIONS

Congenial, fast-paced, team-oriented environment.

WORK HOURS

Monday –Friday 8:45 AM--3:15 PM

June 18-July 27, 2012

Resumes and cover letter should be e-mailed to Rene Schecker, Education Director at

Rschecker@BlackRockCenter.org

Mailing Address: BlackRock Center for the Arts

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