



# TOWN OF SOMERS RECREATION DEPARTMENT SUMMER DAY CAMP DIRECTOR

**Reply to:**

**Chris Boucher**  
Recreation Coordinator  
(860) 265-3840- Phone  
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Qualified applicants may express interest by submitting a completed application, resume and cover letter by March 22

## **POSITION**

**JOB:** Part Time Seasonal Camp Director

**JOB DESCRIPTION:** Oversee all aspects of day-to-day operation of Somers Day Camp, for 35-40 hours per week for 8 weeks during the summer

**DUTIES and RESPONSIBILITIES:** Oversee daily operations of camp by coordinating schedules, planning and implementing activities, and handling all issues and concerns regarding camp policies and procedures. Create a high energy, organized, professional experience for campers and staff. Responsible for the direct supervision of up to 30 staff members. Provide excellent customer service to camp families to ensure a positive and memorable experience. Serve as an ambassador of Somers Day Camp, demonstrating our mission and values in a positive and professional manner. Monitor portions of the total budget in conjunction with Recreation Coordinator.

**KNOWLEDGE, SKILLS, and ABILITIES REQUIRED:** Commitment and experience in educational programming for children. Administrative and leadership experience. Ability to handle multiple tasks efficiently and accurately. Ability to communicate clearly and remain flexible to meet changing work needs and demands. Must be solutions-oriented and able to create and execute a plan for daily events and activities.

**PAY RATE:** \$14.00-\$16.00 per hour; compensation dependent on experience

**SCHEDULE:** 35-40 hours per week: Mondays- Fridays 8:30-3:30; hours may vary

### **MINIMUM QUALIFICATIONS:**

- Educational training background preferred
- CPR and First Aid certification