



**Title:** Jr. Camp Counselor

**Supervisor:** Parks & Recreation Assistant Director

**Department:** Parks & Recreation

**Wage Range:** \$10.00-\$12.00/hour DOE

**Job Summary:**

The Jr. Camp Counselor will assist summer Camp Counselors with a variety of tasks in a summer camp setting including recreation activities, arts and crafts, sports, games, performances, swimming & more.

**Duties/Responsibilities:**

- Assists Camp Counselors with the daily operations of recreational facilities.
- Helps Camp Counselors enforce camp rules and regulations and ensures safety at the recreational facilities.
- Assists Camp Counselors to demonstrate use of recreational equipment and helps to teach participants the principles, techniques, and safety procedures for each activity.
- Assists with the daily planning and implementation of the day camp programs and activities such as arts, crafts, sports, games, and swimming.
- Assists with the organization, maintenance, and cleanliness of the day camp facility, supplies and equipment. Also, distribution of camp handouts and parent release forms for field trips.
- Greets new campers and introduces them to other campers; explains camp and facility rules.
- Performs other related duties as required.

**Required Skills/Abilities:**

- Enthusiastic and positive attitude.
- Excellent communication skills.
- Ability to learn and enforce the camps safety and operating rules.
- Must attend staff meetings and orientation during the summer season.
- 1<sup>st</sup> Aid & CPR certified or willingness to obtain certification.
- Able to quickly adapt to changing situations and take direction.
- Must pass a reference check.

**Physical Requirements:**

- Must be able to swim and pass a UNH swim test.
- Able to participate in games, sports, and physical activities including water-based games and activities.
- Able to maintain attention and high level of energy or excitement for extended periods of time.
- Must be able to spend majority the of time outdoors and tolerate a variety of weather conditions.

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed. This job description does not create an employment contract, implied or otherwise.

Please forward resume and employment application to:

Durham Parks & Recreation Department

C/O Parks & Recreation Director

2 Dover Road

Durham, NH 03824

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