



Job Title: Camp Lead
Department: Sheridan Recreation District
Job Type: Seasonal/Part-time 40hrs per week or less
Benefits: This is a non-benefited position
Payrate Range: \$14.00-\$17.00 DOE
Supervisor: Outdoor Recreation Supervisor

ESSENTIAL JOB DUTIES

The Camp Lead will be able to help the district in an assortment of different ways. The Camp Lead will manage, supervise, and participate in camp-wide programming activities with campers of different ages for 8 weeks during the summer, as well as helping with other programs as necessary.

JOB DUTIES/TASKS

- Adhere to safe work practices and procedures.
- Safely operate all vehicles and other job-related equipment.
- Establish and maintain harmonious working relationships with other employees, supervisor, and the public.
- Observe applicable safety requirements, support all policies, safety regulations, and guidelines established by the Director and/or Recreation Board.
- Knowledge of policies, procedures, and practices of facilitating recreation programs, including program development and implementation, staff management, training, and risk mitigation.
- Facilitate and manage camp activities for up to 15 youth participants.
- Ability to resolve conflicts with facilitating outcomes while maintaining a calm demeanor.
- Ability to lead and work with both adults and youth of all ages.
- Oversee and assist with various programs and events offered by the department, including but not limited to: youth programming, adult programming and youth and adult tournaments.
- Greet patrons and attend to the individual needs of each activity.
- Communicate with participants and families, responding to inquiries and providing important program information.
- Work co-operatively with other Leads and Facilitators to ensure campers are safe, while maintaining adequate health and hygiene measures.
- Build relationships with all campers by showing compassion, empathy and understanding.
- Take roll call at the beginning and end of every activity.
- Provide positive feedback for parents.
- Assist in various recreation programs such as: sports, outdoor activities, arts & crafts, games & activities, etc.



- Maintain equipment on site, including set up, tear down, cleaning and transporting to different locations.
- Assist in advanced recreational programs such as rock climbing and kayaking.
- Promote safety and positive sportsmanship for participants.
- Maintain recreation equipment and supplies to ensure safety for participants.
- Maintain and promote a safe and positive environment for staff and participants.
- Lead and support recreation staff with facilitating various recreation programs.
- Plan and implement various tools, ideas, and facilitated activities for recreation staff to use at the spur of the moment.
- Manage recreation group dynamics.
- Participate in training workshops held prior to camp sessions.
- Other duties as assigned by the Supervisor.

SUPERVISORY RESPONSIBILITIES

- Directly supervise the Youth Recreation Facilitators.

WORKING CONDITIONS

- Positions require the ability to lift 50 lbs. or less.
- Work environment may involve occasional exposure to unavoidable seasonal weather conditions, occupational hazards, biohazards, and physical risks, which require following basic safety precautions.
- Duties may require driving Sheridan Recreation District vehicles to transport youth of all ages to various recreational sites and facilities.

MINIMUM QUALIFICATIONS

- CPR/AED Certification, or the ability to obtain within two weeks of hire, required.
- Wilderness First Aid Certificate, preferred.
- Current Wyoming Driver's License with a verified acceptable driving record.
- Ability to work weeknights and weekends as needed.
- Ability to lift a minimum of 30 pounds or heavier lifting with other employees.
- Ability to work well with children and parents.
- Ability to communicate effectively with parents, other Facilitators and campers.
- Ability to motivate others towards learning new skills.
- Ability to demonstrate responsible, ethical and professional conduct.
- Ability to provide support and instruction to others.
- Experience or education in working with children.
- Any combination of training and experience equivalent to one (1) year recreation experience or another relevant field.
- Ability to pass a background check if over 18 years-old.
- Minimum age for this position is 17 years-old.