



Job Title: Camp Counselor
Department: Sheridan Recreation District
Job Type: Seasonal/Part-time 40hrs per week or less
Benefits: This is a non-benefited position
Payrate Range: \$11.00-\$13.00 DOE
Supervisor: Outdoor Recreation Supervisor & Camp Leads

ESSENTIAL JOB DUTIES

The Camp Counselors will be able to help the district in an assortment of different ways. The Camp Counselors will 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 implementation, training, and risk mitigation.
- Facilitate 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.
- 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.
- 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.
- Work co-operatively with other Counselors to ensure campers are safe, while maintaining adequate health and hygiene measures.
- Build relationships with all campers by showing compassion, empathy and understanding.
- Provide positive feedback for parents.



- Maintain recreation equipment and supplies to ensure safety for participants.
- Maintain and promote a safe and positive environment for staff and participants.
- Assist with implementing various tools, ideas, and facilitated activities for recreation staff to use at the spur of the moment.
- Participate in training workshops held prior to camp sessions.
- Assist with managing recreation group dynamics.
- Other duties as assigned by the Supervisor.

SUPERVISORY RESPONSIBILITIES

- No supervisory responsibilities.

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 Counselors, 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.
- Must be of legal age to perform the duties of the position.
- Ability to pass background check if over 18 years-old.
- Minimum age for this position is 15 years-old.