



## After School Counselor Seasonal



The **After School Counselor** is responsible for planning, leading, and implementing core and non-core programs and experiences for children in a small group setting. They will also be responsible for the general safety and development, growth, and skill achievement of the participants in his/her group. The incumbent will provide high quality outdoor educational and recreational experiences for participants.

### **Essential Responsibilities**

- Help write and implement a weekly schedule for your group.
- Organize and lead a variety of small and large group activities each week. Activities may include crafts, nature, songs, games, etc. This includes time spent on the bus.
- Identify and respond to participant behavior issues.
- Ensure that the site is kept clean, organized, and free of litter.
- Communicate with parents about participant's experiences and report concerns to Park Leadership.
- Assist in maintaining accurate program records including incident reports and daily attendance.
- Know and understand ALL emergency procedures associated with the program.
- Know, enforce, and follow all safety guidelines associated with all program areas. This includes but is not limited to being responsible for your participants' safety and their whereabouts at all times.

### **Requirements**

#### **Qualifications - Required**

- Upon hire, completion Park provided First Aid and CPR certification.
- Education classes or experience in youth programs, recreation, working with children, or in a related field.
- Ability to lead, plan, organize, and implement program activities.
- Ability to work as a member of a team and the ability to accomplish tasks with little direct supervision.
- Strong organizational and communication skills.
- Possess ability to make decisions that align with the mission and departmental goals with regards to child care.
- Ability to communicate effectively with children and parents

#### **Physical Demands**

- Must have the physical ability to lead and participate in activities which include, but are not limited to, hiking, team building initiatives, physical games, and activities.
- Must have the ability to physically support children when needed for safety in general activities (child weighing 50 - 200 pounds)

*Part-time seasonal - \$7.25 hour*