



South Burlington Recreation & Parks

575 Dorset Street, South Burlington, VT 05403

846-4108

recreation@sburl.com

Job Posting

Camp Program Coordinator

South Burlington Recreation & Parks is looking for an energetic, motivated, self-starter with experience working with children in a camp or recreational setting to fill the position of Camp Program Coordinator. Candidates must be well organized with good programming and communication skills, must be able to supervise staff and independently run one of our Summer Camps.

The Camp Program Coordinator position requires someone who can evaluate and instruct staff in daily functions of our Summer Camp for grades K-6th. This position works under the guidance of our Summer Site Director and the Recreation Specialist. Candidates must be able to work independently with their camp staff to provide a memorable experience for campers. Creativity and prior experience is preferred.

Candidates must be 21 years of age or older and have possession of or be able to obtain certification in Standard First Aid and CPR. Candidates must have good organizational and communication skills. They must also be able to assess situations and respond accordingly, be able to work and interact with the public and other staff members in a positive manner. Candidates must be reliable, dedicated and hard working. If hired applicant must have valid driver's license and/or reliable transportation. If offered a position applicant must submit to a complete criminal history background check and abuse registry check.

Salary is based on experience and starts at \$11.00 per hour. Season is from June 19, 2017 to August 18, 2017. Typical day is 9 hours between 7:30am-5:30pm, Monday- Friday.

The South Burlington Recreation & Parks Department is a year round community recreation department that services a population of 18,000 with a diversity of leisure programs and comprehensive athletics.

To apply send cover letter, resume and application to:

South Burlington Recreation & Parks Department

575 Dorset Street, South Burlington, VT 05403

bleonard@sburl.com

Deadline: Accepting applications until position is filled

Applications can be obtained from our website at: www.sburlrecdept.com