



Town of East Granby, Department of Parks and Recreation  
79 North Main Street, East Granby, CT | Mailing Address: 9 Center Street, East Granby, CT 06026  
(860) 653-7660 | [www.eastgranbyrec.com](http://www.eastgranbyrec.com)

## Summer Employment Opportunities – Camp Counselor Mini Adventurer

### Day Camp Counselors – Mini Adventurers

Mini Adventurer Camp is our preschool camp for 3 – 5-year-olds who are not yet in kindergarten. This half-day camp is held at East Granby Farms in the Recreation Building and on the grounds of the property. This is a part-time, seasonal position. Camp operates 6-8 weeks June – August, Monday-Friday, 9 a.m. – 12 p.m., with the option for a kindergarten extension program from 12 p.m. – 2 p.m. Counselors must be available to work a minimum of 3 sessions of camp.

#### ***Compensation and Benefits:***

This position's starting wage is \$16.94 per hour depending on the employee's level of experience and qualifications. This is a seasonal position that is not eligible for benefits.

#### ***Responsibilities:***

- Reports to the Camp Director and the Director of Parks and Recreation.
- Responsible for supervising, organizing, and fully participating in daily activities with a small group of children while on-site.
- Provide a safe, well supervised, positive, and engaging environment for all programs and activities.
- Arrive prepared and on time for work.
- Responsible for cleanliness of camp site, including the pickup and proper disposal of litter.
- Lead by example and be a positive role model for other staff and campers.
- Ensure that all children follow Camp rules, regulations, and policies while at Camp.
- Act immediately, calmly, and appropriately to secure the safety of participants in the event of an emergency.
- Assist campers with resolving any issues.
- Assist with minor first aid issues, such as ice packs, band aids, scratches, etc. Properly fill out incident/accident reports for any injury or incident.
- Attend mandatory training and scheduled staff meetings to learn new techniques, program/policy changes and discuss important issues pertaining to programs.
- Report inappropriate behavior, incidents, and chronic misconduct to Camp Director.
- Assist campers to ensure campers have their belongings and are properly returned to their guardians.
- Requires some heavy lifting and working outdoors in all weather conditions. Sneakers and/or safe footwear are required.

- Wear staff shirts during camp.
- Maintain a professional appearance, demeanor, and attitude.
- Maintains strict confidentiality when handling sensitive information.
- Perform other duties as assigned.

***Qualifications:***

- Previous experience working with children is preferred.
- Be mature, responsible, dependable and possess strong leadership skills.
- Be creative, enthusiastic, and the ability to be alert and attentive.
- Be a team player and able to follow directions and schedules, and be organized and interact well with other counselors, supervisors, parents, and children.
- Be able to give effective directions and supervision to campers.
- Have a positive personality and the ability to provide leadership and stability for program continuity and success.
- Be CPR/ First Aid/ AED certified prior to the first day of camp.

The above is intended to describe the general nature of responsibilities and is not intended to be an exhaustive list of all responsibilities, duties and skills required. Other functions may be assigned, and management retains the right to add or change the duties at any time.

***Physical Requirements***

Camp Counselors must be able to move throughout the camp and be able to perform the essential functions of the position, with or without a reasonable accommodation.

***Mail completed application to:***

East Granby Parks and Recreation  
Attn: Alicia Van Neil  
9 Center Street  
East Granby, CT 06026

A cover letter should accompany the application, stating qualifications. Questions about the position can be sent to [aliciav@egtownhall.com](mailto:aliciav@egtownhall.com) or by calling the Parks and Recreation Office at (860) 653-7660.