



Middle School Camp Counselor - Neighborhood House Community Center

29 S. Mills St., Madison WI | neighborhoodhousemadison.org | 608-255-5337

Neighborhood House Community Center - Madison's first and oldest community center - is looking for an exceptional individual to join our organization for Summer 2024. We provide programs and services for families, youth, older adults, neighborhood residents, college students, and people with disabilities. We also work with dozens of community groups who host their own programs here.

Description:

Neighborhood House's free Middle School Day Camp serves a group of sixth through eighth graders led by two counselors. Camp is five days a week, 8 hours a day from June 17th to August 9th (skip 6/19, 7/4 and 7/5). Counselors are responsible for creating a safe and fun environment. Safety is the number one priority at Neighborhood House and counselors must ensure the physical and emotional well-being of campers at all times. Counselors will plan and lead activities that include crafts, recreational games, physical activities, cooking, STEM, social-emotional learning, service projects, and adventurous field trips. They will lead all aspects of a regular camp day including but not limited to: facilitate their own counselor-led activities, engage in games and team building exercises, guide campers on field trips while maintaining appropriate group behavior, build relationships with campers, and facilitate positive behavior and engagement during all experiences. Counselors are expected to address any behavioral issues, develop positive relationships with all campers, feel comfortable leading a large group, practice open communication, and act as a role model throughout the summer.

Responsibilities:

- Help plan, organize, and lead a fun daily camp experience, such as, crafts, community service projects, cooking, and other activities.
- Ensure the safety of campers at all times by modeling, enforcing, and following all camp guidelines, expectations, and emergency procedures.
- Identify and appropriately respond to camper behavioral issues in a multicultural context.
- Maintain appropriate group behavior during field trips, guest speakers, and throughout all camp activities.
- Build positive relationships with all campers.
- Help the campers grow as individuals and as members of a team.
- Communicate with parents and staff about campers' experiences.
- Help prepare and serve lunch and snacks for campers.

- Direct volunteers as needed.
- Demonstrate flexibility and ability to make quick decisions.
- Help maintain accurate records including daily attendance, incident log, and medical log.
- Report all concerns to Neighborhood House staff.
- Accomplish other tasks as indicated by Neighborhood House staff.

Qualifications/Experience:

- Previous experience working with older youth with a wide range of ages, personal backgrounds, and ability levels.
- Experience planning and executing age appropriate activities.
- Ability to effectively adapt to changing situations and conditions.
- Demonstrate a growth mindset that always strives to be better today than yesterday.
- Have an energetic, fun, engaging personality.
- Understand the importance of diversity and the inclusion of all.
- Possess strong organizational and communication skills.
- Have the ability to work in a small team environment and accomplish tasks with little direct supervision.
- Have the ability to walk with kids to field trips, be comfortable in water, lift up to 50lbs, and go up and down stairs.

Preferred Qualifications:

- Speaks fluent Spanish (writing, reading, speaking)
- Background in youth development, education or social services
- Previous experience working with underserved populations, especially in a camp setting

Benefits:

- Job Type: Non-exempt, Full Time, Limited Term (June - August 2024)
- Salary: \$16.50/hr and up, depending on experience

To Apply:

PLEASE SEND RESUMÉ AND COVER LETTER to: info@neighborhoodhousemadison.org