

Working Title: Camp Counselor
Personnel Board Title: Seasonal Laborer



Main Function:

The Camp Counselor assists the Camp Directors (Facility Supervisor) and Recreation staff with daily operations, scheduling of events, safety of the facility and Participants, and oversees the daily events and activities for the summer camp.

Reports to:

Camp Director (Facility Supervisor) or Recreation Staff (in absence of Facility Supervisor)

Duties:

- Reports to work on time in appropriate uniform and remaining on-site as directed by the approved work schedule;
- Monitoring surrounding area for safety, cleanliness, and overall appearance by performing daily and weekly inspections.
- Completing accident/incident reports accurately and submitting in a timely manner within 24 hours
- Enforcing all MPRD rules and regulations to maintain discipline and ensure safety of all patrons.
- See, hear and supervise a group of children and ensure their safety and wellbeing at all times;
- A current CPR/First Aid certification is preferred;
- Plan and implement a variety of daily recreational activities for small groups, evaluating the progress of camp, continually interfacing with parents, staff, and participants;
- Attend and participate in all staff meetings and training;
- Maintain the working order and cleanliness of camp facilities and equipment;
- Physically and mentally capable of supervising groups of children ages 5-12 for an 8 hour day;
- Ability to work outdoors for extended hours;
- Communicate effectively with children, camp directors, and parents
- Assist, oversee and participate in daily camp activities and other summer children's activities scheduled throughout camp.
- Report any problems to and ask for assistance from Mobile Parks and Recreation Camp Director in maintaining a well-run camp program;
- Performs all job duties in compliance with the established rules and regulations of Mobile Parks and Recreation Department



City of Mobile
 Parks and Recreation Department
 48 N. Sage Ave., Mobile, AL 36607
 (Phone) 208-1600 (Email) mprd@cityofmobile.org

Interview
Date:
Time:
By:

Summer Recreation Employment Application

Application must be completed by applicant - Please print using a blue or black pen.

Position(s) applying for:	Camp Counselor	Date:	
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If applying for a salaried position, please attach resume.

			Date of Birth: All individuals employed or volunteering will have their name submitted to a search on the ALEA Sex Offender Registry. Used for this sole purpose.	/	/
Last Name	<u>LEGAL</u> First Name	MI			
Street Address			Town	State	Zip Code
Home Phone Number		Cell Phone Number		Email Address	
Have you ever applied with us before?		Yes	No	If yes, give date:	
Have you been employed with us before?		Yes	No	If yes, give date:	
When are you available for employment?					
Please list all dates (Monday-Friday) between May 23, 2022 and August 5, 2022 that you are unable to work.					

Please describe any specialized training, skills and extra-curricular activities you are involved in that you feel would help you in the job you are applying for:

Please describe why you feel you would be effective in the position you are applying for:

Please fill out page 2

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

Education	Name & Address of School	Course of Study	Year Completed	Diploma/Degree
High School				
Undergraduate				
Graduate				
Professional				
Other (Specify)				

Employment

<i>Begin with most recent</i>	Employer	Address	Phone	Describe your duties
Employment Dates From: To:				
Employment Dates From: To:				
Employment Dates From: To:				
Employment Dates From: To:				

References

At least two (2) required (must not be a relative)	Title/Business	Daytime Telephone #	Evening Telephone #
1.			
2.			
3.			

I state that the information provided is correct: _____
Signature of Applicant