

HAMILTON - WENHAM



RECREATION DEPARTMENT

16 UNION STREET  
HAMILTON, MA 01982

DIRECTOR  
SEAN TIMMONS

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### **Patton Park Summer Program Tiny Tanks Lead Instructor**

The Hamilton Wenham Recreation Department is now accepting applicants for the seasonal position (~30 hours per week) of Tiny Tanks Lead Instructor at the 2020 Patton Park Summer Park Program. The program will run from June 29<sup>th</sup> until August 21st. Some Pre-season responsibilities are also required

#### **General Responsibilities:**

The Tiny Tanks Lead Instructor is responsible for providing planning, supervision, instruction, and guidance to the Tiny Tanks participants and counselors. The Tiny Tanks Lead Instructor reports directly to the Patton Park Summer Program Director and the Recreation Director.

The Tiny Tanks program is designed specifically for 4 years olds in a summer camp setting. Participants enjoy arts and crafts, swim lessons, enrichment programming as well as age appropriate activities throughout the day.

#### **Desired Qualifications:**

- Minimum of 20 years old
- Degree (or working towards) in Early Education or related field
- Experience leading children in a camp or school setting
- Strong leadership and responsibility skills

#### **Responsibilities**

- Plan, organize, direct, and supervise all aspects of the Tiny Tanks Program.
- Provide supervision and guidance to a staff of 3-4 counselors
- Plan and implement safe programming that is age appropriate
- Keep a running inventory of supplies and equipment and re-order materials through the Patton Park Director.
- Maintains daily attendance count
- Other duties as assigned.

Weekly Schedule: Monday – Friday, 7:45am – 1:30pm

Hourly Salary: \$15.00 - \$17.50 per hour based on experience/education.

\*\*\* Please Send Resume or Letter of Interest in addition to the Town of Hamilton [New Hire Form](#)

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Or send by email to:

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Position is opened until filled.