

HAMILTON - WENHAM



RECREATION DEPARTMENT

16 UNION STREET
HAMILTON, MA 01982

DIRECTOR
SEAN TIMMONS

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WEBSITE
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Job Announcement/Description

Counselor

The Hamilton Wenham Recreation Department is now accepting applicants for the seasonal position of counselor(s) for the 2021 Patton Park Summer Park Program (Ages 4-12). The program will run from June 22nd until August 13th. Pre-season responsibilities are required.

Specialty employment positions (Arts and Crafts & Tennis) are available as well.

Regular program hours are 8:20am – 2:30pm. However, opportunities to work outside of these hours are available with our before and after care programs.

General Function

Under the supervision of the Patton Park Summer Park Director, counselors are responsible for the day to day supervision of the Patton Park Summer Park Program Participants

Responsibilities and Duties

In Conjunction with the Summer Park Program Director, the Summer Park Assistant Director, and the Summer Park Sports Director Counselors are responsible for the following:

- Supervises and leads participants in daily activities
- Assists with the planning and implementation of daily activities
- Keeps daily attendance records of participants
- Attends all staff meetings and training sessions
- Ensures that participants are safe at all times
- Maintains active participation during activities at all times
- Sets a good example for all participants by maintaining a positive attitude
- Communicates effectively with parents/guardians during sign in/sign out time
- Assists pool staff and lifeguards during daily swim period
- Supervise Field Trips as needed

QUALIFICATIONS:

- Must be at least 16 years of age or entering 11th grade in the Fall of 2021
- Prior experience working with youth is a plus
- Reliability, punctuality, and availability throughout the summer.
- Ability to speak clearly and concisely before groups.
- Possess unique skills/talents that will provide excitement to the program.

SALARY

\$13.50 - \$14.00 per hour based on experience

Please complete [New Hire Form](#) and attach Cover Letter and/or Resume if applicable.

Applications accepted until April 2nd, 2021.

Sean Timmons
Recreation Director
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16 Union St, Hamilton MA 01982

Or send by email to:

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