

Tawasentha Park Day Camp Counselor

The Parks and Recreation Department is responsible for the design, maintenance, promotion, and beautification of numerous parks, recreational facilities, and seasonal programs throughout the Town. We employ full-time, part-time, and seasonal staff to manage these various activities, programs, and camps.

Job Description

We are seeking creative and organized camp counselors to join our growing camp. In this position, Camp Counselors play a key role in shaping and educating our campers by instructing them on numerous outdoor activities and experiences. You will also collaborate with other counselors, create recreational plans and activities, and lead campers in fun-filled and engaging projects. This is a seasonal part-time Civil Service position. Applicants are not required to take a Civil Service test for this position.

Qualifications

Applicants must possess the following qualifications and requirements.

- Must be 16 years of age or older and have reliable transportation to and from the job site
- Be punctual and on-time when arriving for the beginning of the assigned workday shift
- Ability to positively encourage campers and be patient when providing instructions
- Ability to serve as a positive role model and mentor
- Ability to multitask, prioritize, and manage time efficiently
- Verbal and written communication skills
- Comfortable in a team-player role
- Creative and innovative thinker and planner
- Comfortable working with and leading school aged children 5-13 years old

Duties & Responsibilities

Duties and responsibilities include, but are not limited to the following:

- Ensure camper safety and monitor their activities
- Record daily attendance
- Assist in planning and overseeing camper activities
- Guide and teach a range of outdoor activities (hiking, swimming, boating, etc.)
- Set up and ensure recreation equipment is secure and stored properly
- Supervise campers during snack time
- Instruct campers in daily routines and cleanup tasks
- Follow safety and emergency procedures and guidelines
- Assist in instructing and organizing camper projects (arts and crafts, dramatics, games, etc.)

Salary

The starting rate of pay is \$16.00 per hour, based on experience and/or certifications.

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Preferred Experience

The below is preferred, but not required:

- High school degree or equivalent; Associate's degree, or two (2) years or more of fulltime college coursework equivalent
- First aid and CPR training and certification
- Previous experience as a counselor-in-training, teacher, childcare, or related field

Additional Information

Summer Day Camp is in session daily at Tawasentha Park, Monday-Friday, between the hours of 8:00am to 12:00pm, from June 29th 2026 to August 7th 2026, except for July 3rd in observation of the Independence Day Holiday. A Camp Counselor's work day begins promptly at 7:30am.

A mandatory training workshop will be held at the Large Pavilion in Tawasentha Park prior to the beginning of the Day Camp season. Training location address: 188 State Route 146, Altamont. The date & time of the training workshop will be provided upon hire.

Each morning begins with a staff meeting; Counselors must be prompt when arriving to work. The Counselor's main duty is to supervise campers at all times, while engaging in and promoting fun activities. Counselors are required to stay on-site for the duration of their shift until they are dismissed for the day by the Camp Director.

Camp structure:

- Campers are divided into groups according to grade level (K-1, 2-3, 4-5 and middle school)
- The days are divided into 45-minute blocks and each group will rotate through their own activities. The activity schedule is prepared by the group leaders.
- Some days are scheduled for off-site trips.
- Every other Friday, the campers perform a Camp Show for families to attend.
- You will be responsible for the whereabouts of your camper until the end of the camp day when he/she has boarded on the correct bus for departure or picked-up by the appropriate parent/guardian.

Employee Benefits

- Opportunity to join the New York State and Local Retirement System (NYSLRS)
- Bi-weekly pay with Direct Deposit of funds (election forms made available upon hire)