

## Durham Recreation Summer Employee Job Description 2023

**Hours of employment:** 12-18 hours per week

There may be additional hours due to a special program event.

**Duration of employment:** 7 weeks. Must be age 16 to apply for this job.

Monday, Wednesday, and Friday: 8:30 am - 12:30 pm, Allyn Brook Park. Opening day June 26<sup>th</sup>, Playground.

June 27, July, 11,18,25. Aug 1, 8. Tuesday Evening: 4:45pm -8:15pm pm, (Youth Night Program) or Summer Fun runs 5:45pm-7:30pm. CONCERT EVENINGS AT ALLYN BROOK PARK 5:30PM-8:00PM Thursday evenings, Allyn Brook Park.

**Starting date:** Monday, June 26, 2023, Playground

**Salary:** Minimum Wage with the exclusion of Program Supervisors.

### **Job Description**

Staff members will be working with children ages 4 -15. They will be assigned a group of children for the summer. Staff members will be responsible for signing in their group of children in the morning, and it is the parents' responsibility to sign them out upon pick up. Responsibilities will be to take care of and supervise their group of children while having them engage in fun activities. Some examples of these activities are tennis, arts & crafts, nature day, story day, bug day, pirate day, Halloween day, and sports day.

Staff members will be asked to participate in programs as well as the children. We ask that all staff dress the part. An example of this would be dressing up for Halloween or bringing in a musical instrument for music day. Energy and participation create FUN!

As a staff leader you will also be involved in working with our Jr. Counselor program. This program is for students going into grade 9 - 10. They will be assisting staff leaders with their group of young children in activities. You may be asked to work the Fun Runs at Cuginchaug on Tuesday evenings.

Our night Youth Program will have students from grades 5-8. Staff members will be supervising activities such as basketball, Table games, four square and special events. All staff members are required to be certified in first aid and CPR; training will be provided. **This is a seven-week seasonal program, vacation time not recommended.**

**Applications must be mailed, handed into the Recreation Office No later than May 31<sup>st</sup>, 2023**

**Interviews will take place 1<sup>st</sup> week of June 2023,**

**Pending job openings.**

**Recreation Office 860-343-6724**

**DURHAM RECREATION COMMITTEE PO BOX 428 DURHAM CT 06422**