



Job Description

Position Title: Summer Camp Counselor

Purpose of Position

The Summer Camp Counselor is responsible for fulfilling the mission of Des Moines Christian School by providing a safe, loving environment for children who are in our Summer Childcare program.

Position:

- Part-time or Full-time available
- Seasonal, summer position
- Hourly

Reports To: Early Education Director and School Age Program Coordinator

Salary Scale/Pay Grade: Teacher Assistant Scale

Qualifications:

- Born-again Christian
- In agreement with the DMCS Statement of Faith
- Active member/regular attendee of Bible believing church
- Experience working with children preferred
- Minimum age 18

Professional Profile:

- Demonstrates excellence in communication.
- Uses good judgment.
- Possesses problem solving skills.
- Keeps children as the primary focus.
- Models Christ-like behavior in word and behavior both in and out of the classroom.
- Demonstrates consistent spiritual leadership.
- Shows appropriate use of cell phone during scheduled hours.
- Establishes a professional relationship with parents.
- Cooperates well with team members.
- Pursues continuing education as required by the Department of Human Services.
- Maintains a high level of attendance and is punctual.
- Maintains confidentiality of all family records.

Responsibilities:

- Summer Camp Counselors are at all times responsible for the supervision and safety of the children.
- Help children have a fun time in all activities and field trips.
- Partner with other staff to lead and organize games, projects and other activities.
- Be a positive role model for all children.

- Assists with preparation for After School Program and clean up afterward.
- Circulates among the children and is alert to their needs.
- Maintains a clean, orderly and safe space for children.
- Ensure that first aid is given to all children in need.
- Greets parents and children at drop-off and pick-up time.
- Cleans tables before and after food is served.
- Communicates with School Age Program Coordinator as needed on any child safety or discipline issues.
- Attends required staff meetings.
- Performs all other duties as assigned.

Date: _____

Signatures: _____
Title

Manager Title