



Camp Laughing Loon Extended Care Job Description

Do you love working with children? Camp Laughing Loon is seeking an enthusiastic, compassionate individual to oversee our extended care program for campers aged 6-12..

The job requires high energy, positivity and the skills to plan, organize, and lead age-appropriate activities for children ages 6-12 in a safe, fun, and nurturing environment.

The Extended Day Program runs from Monday to Friday, starting at approximately 7:15 a.m. and ending at 9:00 a.m. before the camp begins. The program resumes from 4:00 p.m. to 5:15 p.m. after camp. We are looking for someone who is available during these times.

Seasonal Part-Time Position

June 26, 2023 - August 18, 2023

Hourly Rate: \$18.00 - &25.00

Minimum Requirements

- Must be at least 18 years old.
- Ability to work independently and take initiative while also being able to work collaboratively with others to find solutions.
- Possess excellent interpersonal, verbal, and organizational skills.
- Demonstrates a compassionate, people-oriented, and friendly demeanor.
- Previous experience working with multiple children is preferred.
- Must hold CPR/AED certification or be willing to acquire it in a timely manner.
- Must pass a criminal record check.

Physical Demands

- The candidate has to be able to complete all physical requirements of the job with or without reasonable accommodation. (e.g. the ability to lift young children up to 50 lbs in an emergency situation and actively participate in all activities and routines that may require standing, sitting, kneeling, crouching, lifting, pulling and pushing)

Responsibilities

- Oversee the day-to-day operations of the extended care program, ensuring that all activities run smoothly and efficiently.
- Create a healthy, safe, and nurturing environment for all campers, prioritizing their well-being and safety at all times.
- Plan, implement, and monitor a diverse range of engaging and age-appropriate games and activities, ensuring that all campers have a fun and enriching experience.
- Establish protocols and expectations specific to the extended care program, including check-in and dismissal procedures, attendance tracking, logging medical incidents, and assigning designated meeting spaces, storing belongings, and other relevant activities.

- Remain attentive to the needs of children at all times, making sound judgments and following all CLL guidelines and emergency procedures.
- Respond quickly, compassionately, and fairly to camper concerns and situations, utilizing conflict resolution strategies and restorative practices.
- Maintain positive and open communication with campers, parents, and co-workers, ensuring that everyone is informed and up-to-date on all relevant information.
- Assume responsibility for unlocking buildings in the morning and securing buildings in the afternoon, ensuring that all facilities are safe and secure at all times.
- Communicate regularly with the camp directors as needed, including providing camper incident reports, attendance records, parent communications or concerns, and any other assistance required to ensure the smooth operation of the program.

If you are a reliable and responsible person who enjoys spending time with children we encourage you to apply. Join us at Camp Laughing Loon this summer and make a positive impact on the lives of our campers! **Resumes and any questions can be sent to kidslovecamplaughingloon@yahoo.com.**

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