

Activity Leader

Position Summary

Activity Leaders enrich the Friends Academy Summer Program staff by providing a unique skill set or opportunity for camp activities. They are responsible for organizing an activity that multiple groups of campers will rotate through daily. Hired by day or week between June 12 and August 4, Activity Leaders are required to be in-person at our North Dartmouth campus 30-minutes before their first scheduled activity, and may remain up to 30-minutes afterwards to clean-up.

Reports to

Activity Leaders report to the Camp Director as their supervisor. They are assigned to an activity, typically at a single location over the course of the day. They are required to communicate and collaborate with colleagues to jointly implement their activity.

Essential Functions

- Plan and implement a one to three hour activity, up to four times daily.
- Assist with supervision and care of campers
- Encourage camper participation in all activities and trips
- Manage behavior of campers in all assigned groups and activities
- Responsible for safety of campers in all assigned groups and activities
- Resolve conflicts between campers according to Friends Academy policies and values
- Act as a role model for campers and other camp employees
- Attend all mandatory trainings (June 10 and 12) and retain documentation provided
- Complete mandatory online trainings
- Respect yourself, campers, peers, and supervisors
- Meet with Camp Director for supervision as required
- Communicate proactively with Camp Director about any scheduling limitations
- (Week 8 only) Attend and facilitate camp overnight activities as assigned
- Other duties as assigned

Qualifications

- Must have at least one year of experience leading/teaching specialty activity.
- Must be able to acquire and demonstrate professionalism and appropriate work behavior, including regular attendance, focus on job tasks, and ability to follow directions
- Must have strong behavior management skills and preferably youth-work experience
- Must have strong communication and teamwork skills
- Must adapt to a variety of work environments, activities, and expectations

Applying

Interested applicants should send a cover letter, resume, and contact information for three references to [Peter Roby](#).

Employee Review

This job description was reviewed by _____ on _____.
Print name *Date*