



## Summer Camp Counselor Job Opportunity

Assist the Director with comprehensive summer camp offerings including seven weeks of camp for children ages 3 - 8th grade. Camp is held on the campus of Cape Elizabeth Schools. Off-campus field trips are scheduled weekly for Adventure Camp and Teen Extreme. It is the understanding that applicants are committed to working all seven weeks unless previously arranged with the Director.

### Summer Schedule

- Camp Dates: June 24th – August 7th (7 weeks). No camp on July 3rd.
- Daily Hours (Counselor): 8:15 am – 3:15 pm
- Mandatory Training: June 22nd & 23rd, 8:15 am – 3:15 pm
- Extended Camp Care:
  - Before Care: 7:00 am – 8:30 am
  - After Care: 3:00 pm – 5:30 pm

### Post-Camp Program

- End of the Summer Fun Days (Aug 11th – 13th, 8:30 am – 4:00 pm).

### Duties and Responsibilities

The most important duty of a Camp Counselor is to ensure that campers are safe at all times. You will be responsible for overseeing their activities, making sure they are accounted for, and ensuring the proper use of all camp equipment.

Key tasks include:

- Supervise and support campers throughout the day.
- Plan, implement, and lead activities, games, and craft projects.
- Set up and maintain equipment for daily use.
- Guide and support campers through daily schedules and activities.
- Enforce all camp rules, policies, procedures, and regulations related to the camp facility and pool.
- Recognize and respond effectively to emergencies.

## Requirements

Successful applicants will possess:

- Good moral character
- Leadership skills
- Organizational and communication skills
- Patience and reliability
- An energetic and positive personality
- The capability to meet the physical demands of the job.

## Contact Information:

- **Camp Director:** Kelly Phinney ([kelly.phinney@capeelizabeth.gov](mailto:kelly.phinney@capeelizabeth.gov))
- **Phone:** Community Services at 799-2868
- **Address:** 343 Ocean House Road, Cape Elizabeth, ME 04107

Apply [online](#) here.