



Parks & Recreation Department

Town of Nottingham

P.O. Box 114

Nottingham, NH 03290

Counselor

Wage will depend on experience. If you need a schedule change you will need to make arrangements as soon as possible. If days off are needed requests must be made a week ahead of time. Days off will only be given for emergencies or educational purposes. Training dates TBD.

As a counselor you are responsible for:

- Working in the program throughout the day, ensuring that all campers and programs are productive;
- Individual attention camper attention is provided;
- Help organize and lead a variety of small and large group activities each week along side other staff members;
- Reporting daily incidents, behavior (good and bad) to a supervisor; working with the supervisor to record reports as accurately as possible;
- Ensuring safety of all participants throughout the day; maintaining constant surveillance of participants
- Only using materials provided by Nottingham Parks and Recreation to create and execute activities;
- Maintaining a clean set up and break down of all activities; completing daily chores before the end of the day;
- Continuously looking for opportunities to praise participants for their effort and success;
- Working closely with the Camp Supervisor, and Assistant Recreation Director to provide a productive curriculum;
- Will attend field trips;
- Will be open to grade changes if necessary;
- Acknowledge parents with a pleasant demeanor as often as possible; communicate with parents about campers experiences;
- Will attend mandatory training
- Other duties as necessary;