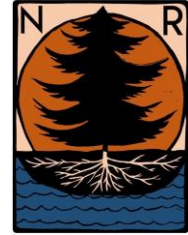


**Parks & Recreation Department  
Town of Nottingham  
P.O. Box 114  
Nottingham, NH 03290**



**Supporting Staff- Summer Camp**

**Starting Wage: \$11/Hour**

**Seasonal/Part-time: 8 hours per day, 2-3 Days per week, 7-8 Weeks of Summer Camp**

If you need a schedule change or time off, you will need to plan with the Assistant Director as soon as possible. If emergency days off are needed throughout the summer, 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 Supporting Staff member, you are responsible for working with our Lead Staff and Full-Time Staff, leading and implementing camp programs for participants. Nottingham Parks and Rec provides high quality educational and recreational opportunities and enjoyable experience for camp participants.

You will be responsible for:

- Assisting our Lead and Full-time Staff in implementing camp programs and activities for participants provided by the Program Supervisor and only using materials provided by Nottingham Parks & Recreation.
- Assisting Lead and Full-time Staff in making sure the group stays on schedule and help set up, implement, and clean-up activities and games.
- Supervising campers and ensuring their safety, development, and general well-being throughout the camp day.
- Working with Lead and Full-time Staff to help with the flow of the camp day.
- Reporting daily incidents, behavior (good and bad) to a Lead Staff and Supervisor.
- Will hand off camper to Lead Staff if disrupting the activity.
- Maintaining a clean set up and breakdown of all activities; completing daily chores before the end of the day alongside Lead and Full-time Staff.
- Continuously looking for opportunities to praise participants for their effort and success and remaining positive throughout the day.
- Will attend field trips (if added to the schedule).
- Will be flexible if office staff need to make any changes to the groups, schedule, etc.
- Acknowledge parents with a pleasant demeanor if approached.
- Will attend mandatory training prior to the summer camp season.
- Other duties, as necessary.