

CELEBRATE SUMMER! ELEMENTARY RECREATION PROGRAM

DIRECTOR

Sponsored by the Town of Wilmington, WINGS and Town of Whitingham

General Statement of Duties:

Plans, coordinates and facilitates recreational activities with student counselors. Supervises lunch time. Shall be present Monday through Friday from 12:00 to 4:30 pm.

Supervision Received:

Works closely with the Town of Wilmington Recreation Committee and WINGS Community Programs. Receives supervision directly from the Town Manager while exercising individual initiative and independent action.

Supervision Responsibilities:

Is responsible for direct supervision of student counselors and for children enrolled in the program.

Illustrative Examples of Work:

Plan recreational activities for a four-week program that runs from 8:30 a.m. until 4:00 p.m. on weekdays beginning in early July. The Monday through Friday workweek is approximately 22 hours per week.

Coordinate and participate in diverse activities of interest to youngsters from students entering grade 1 to grade 5.

Keep a daily sheet of participants by name, a list of daily activities with notes about the interest in the daily program.

Qualifications:

Desire to work with children, dependability, self-motivation, creativity, and enthusiasm. Experience working with children a must. Experience in adventure activities a plus. The successful candidate will have to pass a criminal record check and be fingerprinted.