

MIDDLE SCHOOL SUMMER RECREATION PROGRAM

DIRECTOR

Sponsored by the Town of Wilmington

General Statement of Duties:

Plans, coordinates and facilitates recreational and arts and crafts activities with student counselors. Supervises breakfast and lunch times. Shall be present for all program hours.

Supervision Received:

Works closely with the Town of Wilmington Recreation Committee. 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 and arts and crafts activities for a four-week program that runs from 9 a.m. until 12:00 p.m. on weekdays beginning in early July. The Monday through Friday workweek is approximately 22 hours per week. Additionally, there are two afternoon programs each week.

Coordinate and participate in diverse activities of interest to youngsters from students entering grade 5 to grade 8.

Keep a daily sheet of participants by name, a list of daily activities with notes about the interest in the daily program and help collect fees from attendees.

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.