



Randolph Recreation Department  
7 Summer St. Randolph, VT 05060

Phone: (802)728-5433 Ext. 18 | Website: Randolphvt.myrec.com | Email: rec@randolphvt.org

**Job Title:** Summer Camp Counselor  
Full-Time Seasonal Position

The Bristol Recreation Department is seeking a qualified and enthusiastic Camp Counselor for all Day Camps for the 2022 Summer season.

**Start Date:** 6/27/22-8/19/22

**Compensation:** \$12.55 - 15.00 depending on experience

**Primary Responsibilities (Essential Functions)**

- Provide supervision for campers throughout camp hours
- Assist with camp related activities (games, activities, arts & crafts, sports & mountain biking)
- Assist Lead Counselor with required safety measures related to COVID-19
- Present a professional attitude and appearance at all times and maintain a high standard of customer service (parents & children)
- Help with setup and takedown of summer camp materials and equipment

**Education and Training**

Six months to 1-year experience with childcare. First Aid, AED/CPR certification preferred

**Knowledge, Skills, and Abilities Required**

- Ability to follow routine verbal and written instructions. (Lesson plans, COVID-19 related safety measures)
- Ability to effectively communicate with campers (age 6 – 15).
- Knowledge of customer service standards and procedures.
- Ability to react calmly and effectively in emergencies.



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**Job Title:** Swim Instructor/Lifeguard  
Part Time/Seasonal

Dates: 6/11 – 8/21 (Monday-Friday, Pool Programming 11am-7pm)  
Pay Rate: \$13 – 15, based on experience)

### **Primary Responsibilities**

- Maintain constant surveillance of patrons in the pool; act immediately and appropriately to secure the safety of patrons in the event of an emergency.
- Provide emergency care and treatment as required until the arrival of emergency medical services.
- Teach small groups of students basic swimming techniques with the highest standard of safety
- Communicate with Co-Instructor before, after and during lessons to provide the best possible instruction to each class
- Present professional appearance and attitude at all times and maintain a high standards of customer service
- Perform miscellaneous job-related duties as assigned.

### **Education and Training**

Six months to 1-year experience directly related to the duties and responsibilities specified.

First Aid, AED/CPR Certified; Current certification as Lifeguard by the recognized source of training.

### **Knowledge, Skills, and Abilities Required**

- Ability to react calmly and effectively in emergencies.
- Skill in the application of lifeguarding surveillance and rescue techniques.
- Knowledge of First Aid AED/CPR and emergency medical procedures.
- Ability to prepare routine administrative paperwork. (progress cards for students)
- Ability to follow routine verbal and written instructions. (lesson plan)
- Ability to instruct varying levels of swim abilities.
- Knowledge of customer service standards and procedures.