



LAURI ANN WEST  
COMMUNITY CENTER  
**JOB DESCRIPTION**

**POSITION TITLE:**

Summer Camp Aide

**ESSENTIAL FUNCTIONS:**

- Cheerfully greet campers and their families as they enter the building
- Help instructors to ensure that rooms are clean and set-up for camp
- Manage the flow of camp as people arrive, in between programs and departure at the end of camp
- Assist Instructors with execution of their camps
- All other duties as assigned

**QUALIFICATIONS/EDUCATION/EXPERIENCE REQUIREMENTS:**

- High school diploma required
- Have experience working with children ages 3 - 12
- Take direction and instruction
- Demonstrate ability to be flexible and think on one's feet
- Teamwork/Cooperation

**PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT:**

- This position requires walking, sitting, bending, stooping, crouching, kneeling or crawling, standing for long periods, and using hand or fingers to manipulate touch or handle.
- May need to lift or push up to 15 pounds, periodically up to 30 pounds, and rarely up to 50 pounds.
- The work environment noise level is typical of a moderately noisy standard business office with equipment running, and people talking.
- Vision abilities required by this job include near and far vision, depth perception and to differentiate colors.

**SALARY:**

- \$16-\$20 Hourly

**JOB TYPE:**

The Summer Camp Instructor work hours may vary between full-time (8:30AM-4:30PM) or part-time Monday through Friday during the summer months of June thru August. Hours will be determined on a week to week basis. The position works on-site at the community center while camps are being held. The position reports directly to the Program Manager.

---

Signature

---

Date

*The Lauri Ann West Community Center is an equal opportunity employer committed to hiring a diverse workforce and sustaining an inclusive culture. The Lauri Ann West Community Center does not discriminate on the basis of disability, veteran status or any other basis protected under federal, state or local laws.*