

JOB DESCRIPTION

Job Title: Specialty Camp Counselor	Grade: I
FLSA Status: PTNBS	EEO Category: RECLDI
Job Classification Designation: Classified/Competitive	Bargaining Unit: T-REC

Job Summary:

Under the direction of the Recreation Coordinator or designated lead camp staff, the Girls Basketball Specialty Camp Counselor is responsible for assisting in the supervision and care of children enrolled in the Girls Basketball Camp. The counselor supports the Lead Instructor in conducting basketball drills, facilitating games and activities, and maintaining a safe and positive camp environment. The camp serves girls in grades 3 through 9 and focuses on teaching basketball fundamentals such as dribbling, passing, shooting, and offensive and defensive positioning.

Supervision Received:

Lead Instructor, Recreation Coordinator and/or Recreation Services Manager

Examples of Essential Duties:

- Closely and directly supervise children in small and large group situations
- Maintain a safe, healthy, clean, and supportive environment
- Provide positive guidance for children
- Assist with the instruction of basketball drills and skills
- Communicate with parents regarding any concerns or needs
- Supervise snack and break times
- Assist with the setup and breakdown of equipment and camp spaces
- Report major problems or concerns to the lead instructor or supervisory staff
- Support all camp activities and perform additional tasks as assigned

Knowledge, Skills and Abilities:

- Good knowledge of chronological child development
- Basic knowledge of basketball rules, techniques, and drills
- Ability to establish and maintain positive and effective relationships with children and their parents
- Strong decision-making skills and sound judgment
- Ability to communicate effectively with people of all ages and abilities
- Ability to work collaboratively with staff and campers in a team-oriented environment
- Enthusiasm for youth sports and recreation

Minimum Qualifications:

- Experience working with children in a camp, recreational, educational, or athletic setting
- Interest or experience in basketball as a player, coach, or volunteer
- Ability to actively participate in physical activities, including drills and games

Special Requirements:

- All candidates will be subject to a background check
- CPR/First Aid certification preferred but not required

Working Conditions, Physical and Mental Requirements: Incumbents in this class must have adequate physical strength, stamina, physical agility and visual and auditory acuity, and must maintain such physical fitness as to be able to perform the duties of the class. Incumbents in this class work in an office setting that is subject to frequent interruptions, substantial contact with the public and exposure to video display monitors on a daily basis. A physical examination may be required.

Frequency: Place an “X” in each box that is appropriate to your job.

NEVER (N)	OCCASIONALLY(O)				FREQUENTLY (F)	CONSTANTLY (C)			
0 % of Shift	1-33% of Shift				34-66% of Shift	67-100% of Shift			
Frequency:	N	O	F	C	Frequency:	N	O	F	C
Physical Demands					Depth Perception				X
Standing				X	Color Distinction				X
Walking				X	Peripheral Vision				X
Sitting			X		Driving		X		
Lifting			X		Physical Strength:				
Carrying			X		Little Physical Effort (-10 lbs.)			X	
Pushing			X		Light Work (-20 lbs.)		X		
Pulling			X		Medium Work (20-50 lbs.)		X		
Climbing		X			Heavy Work (50-100 lbs.)	X			
Balancing		X			Very Heavy Work (100+ lbs.)	X			
Stooping		X			Environmental Conditions				
Kneeling		X			Cold (50 degrees F or less)	X			
Crouching		X			Heat (90 degrees F or more)	X			
Crawling	X				Temperature Changes				
Reaching			X		Wetness	X			
Handling				X	Humidity	X			
Grasping			X		Extreme Noise or Vibration	X			
Twisting			X		Exposure to Chemicals	X			
Feeling			X		Exposure to Gases and Fumes	X			
Talking			X		Exposure to Unpleasant Odors		X		
Hearing				X	Exposure to Bodily Fluids	X			
Repetitive Motion				X	Exposure to Dampness	X			
Hand/Eye/Foot Coordination				X	Confinement to a Small/Restricting Area	X			
Visual Acuity/Near				X	Mechanical Hazards	X			
Visual Acuity/Far				X	Physical Danger	X			

The above statements are intended to describe the general nature and level of work being performed by the employee assigned to this position. They are not to be construed as an exhaustive list of all job responsibilities and duties performed by personnel so classified.

The Town of Mansfield is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Town will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the Town when necessary.

Updated on: March 31, 2026