

## Teen Hangout Camp Supervisor

**Number of Positions:** 1

**Pay Rate:** \$17.50-\$18.00 hourly

**Dates:** June 22– July 10, weekdays; 35-40 hrs/wk- (8am- 4pm)

**Training:** May 13,19 & 20



### **GENERAL DESCRIPTION/ESSENTIAL FUNCTIONS:**

Under the supervision of the Community Outreach and Wellness Coordinator, the Teen Hangout Camp Supervisor assists in the development and implementation of the Teen Hangout Camp. This is a summer program designed to keep teens socially connected, active, and engaged through community exploration and meaningful group experiences. This role provides leadership to camp staff, ensures a safe and inclusive environment to all, and helps create a fun, well-organized program that encourages teen participants to get out, try new things, and enjoy what Champaign-Urbana has to offer. The Teen Hangout Supervisor will supervise leaders and groups of 10-20 campers, ages 12-16 at the Lake House in Crystal Lake Park.

### **QUALIFICATIONS:**

Interest, enthusiasm, and experience in planning and leading teen programs. Enjoyment of community, art, nature and familiarity with local resources. Ability to supervise, plan, shop, make fair decisions, work within a budget and carry out a wide variety of activities. *Own Transportation is highly recommended for this position.* **CPR and First Aid certifications are required (training provided).** **Minimum age requirement: 19 years.**

### **DUTIES AND RESPONSIBILITIES:**

1. Assist in the planning, organization and implementation of a weekly schedule of high-quality activities for groups of 10-20 teens ages 12-16.
2. Participate in pre-camp staff training and planning sessions.
3. Give clear communication to leaders and direct them on their duties.
4. Become familiar with campers; know their personalities, skills and interests.
5. Navigate local MTD bus routes for camper transportation.
6. Ensure safety of campers and staff.
7. Enforce camp rules to camp staff leaders and teen campers.
8. Communicate with adults/parents about daily camp activities.
9. Complete necessary forms and documents and keep confidential
10. Follow and enforce all Urbana Park District policies and procedures.
11. Complete other work-related duties as assigned by the Community Outreach and Wellness Coordinator.
12. Report to the Community Outreach and Wellness Coordinator.

### **PHYSICAL EFFORT AND WORK ENVIRONMENT:**

- Must have the ability to work outdoors under various weather and environmental conditions.
- Must have the physical ability to lead and actively participate in camp activities which include, but are not limited to hiking, arts and crafts, physical games, and field trips.
- Must be able to respond quickly in an emergency.
- Must be alert at all times, keeping safety in mind. Must possess acceptable hearing and visual capabilities in order to monitor environment and children's well-being.
- May be asked to lift and carry up to 50 pounds in various forms.
- May be required to sit, stand, or maintain physical activity for extended periods of time.