



## **NORTH CLACKAMAS** PARKS & RECREATION DISTRICT

### **Recreation Leader (Summer Camps)**

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The North Clackamas Parks and Recreation District (NCPRD) seeks part-time, hard-working employees who enjoy teaching and mentoring youth. Our summer camp season runs Thursday, 6/18 (mandatory all-day staff training) through Friday, 8/14. This is a seasonal, part-time, non-benefited position.

We are specifically looking for individuals with experience playing sports or mentoring youth in a sports focused environment; however, those selected may also be scheduled to work in our various other camps including cooking, performing arts, arts and crafts, and science.

#### **Responsibilities:**

Our Recreation Leaders work side-by-side with our camp leads, teaching, guiding, and mentoring children through varied sports and craft activities in both indoor and outdoor settings at community facilities and parks. Specific duties may include, but are not limited to:

- Leading organized games, sports activities, and arts and craft activities.
- Teaching the fundamentals of various sports through sports-specific drills and games.
- Assisting with setup and cleanup of activities.
- Ensuring a safe recreational environment by effectively communicating rules and enforcing appropriate participant behavior.
- Enforcing and explaining NCPRD program policies and procedures to participants and parents/guardians.
- Assisting in the completion of daily staff reports and keeping records regarding accidents and incidents.
- Establishing positive working relationships with participants, parents, and co-workers.
- Providing excellent customer service and communicating positively with all age groups.
- Opening and closing facilities as required, including general cleaning of areas used during programming.
- Being a positive role model for all participants in our camps.
- Representing NCPRD Sports and the Parks District professionally at all times.

#### **Qualifications:**

- Combination of education and experience that provides the knowledge, skills, and abilities to perform the position's responsibilities.
- Previous experience working in a camp setting, playing or coaching sports, or working with children in a sports-focused setting are desirable.
- Ability to conduct various physical recreation activities involving walking, running, hiking, bending, stooping, jumping, and reaching.
- Ability to lift and carry up to 50 pounds.
- Must possess a valid Driver's License and have reliable transportation.
- Proven ability to provide excellent customer service and communicate positively with all age groups regardless of the situation.
- Ability to maintain order and effectively communicate program rules.
- Must be able to work in various weather conditions with exposure to the elements.
- Ability to pass First-Aid/CPR certification within 30 days of hire. Training is provided free for all employees.

- Will be required to pass a criminal history background check.
- Bilingual is a huge plus (Spanish, Russian, etc.), but not required.

**Work Schedule and Wages:**

- All staff must be available to work Monday through Friday between 7:30 AM and 5 PM. Shifts are generally 8:30 AM—12:30 PM or 12:30 PM—4:30 PM. Staff can work full days depending on camp hours, requirements, and staffing needs.
- Flexibility and commitment to work through the end of the summer camp season. Program dates are Thursday, 6/18 (mandatory all-day staff training) through Friday, 8/14. Some individuals may be asked to start sooner.
- Vacation requests are limited to one week off (5 business days) during the summer camp season.
- The number of hours per week will vary depending on position assignment and camper registration and can be approximately 20-30 hours per week.
- Hourly compensation will depend upon experience and qualifications. General range: \$17.06-\$20.04 per hour.

**To Apply:**

Candidates should email their resume and completed [Clackamas County Temporary Application](#) to Joni Glenn at [JGlenn@ncprd.org](mailto:JGlenn@ncprd.org). Please indicate the position you are applying