



Montshire Museum of Science **Job Description**

POSITION TITLE

Montshire Summer Camp Extended Care Staff

DEPARTMENT

Education

TITLE

OF SUPERVISOR

Camp Director

SUMMARY DESCRIPTION

Extended care staff provide a safe and welcoming environment for children to engage in supervised but unstructured play outside of camp hours. Extended care staff are responsible for setting up and taking down free play activities and ensuring that campers are signed in and out of camp properly.

RESPONSIBILITIES

Responsibilities include but are not limited to:

- Meet campers at camp sites and escort them to indoor program spaces.
- Set up activities and supervise campers in small and large groups.
- Provide a safe and caring environment for all campers.
- Provide a communication link between counselors and parents.

KNOWLEDGE/EXPERIENCE REQUIREMENTS

- Previous experience working with children.
- CPR and First Aid required.
- The Montshire Museum of Science requires that all employees and volunteers be fully vaccinated against COVID-19.

WORKING CONDITIONS

- Fast-paced, non-profit museum environment.
- Must work well in both an individual and team setting.
- Work occurs indoors and outdoors.
- Able to climb stairs, and to walk outdoor landscape areas and hiking trails.
- Ability to lift 30 pounds.

TIME COMMITMENT

Temporary—part-time (12.5 to 15 hours per week), non-exempt position.

General work schedule: M-F, 2:45 pm–5:15 pm

Period of employment: Late-June through mid-August.

SALARY AND BENEFITS

Hourly position at \$14.00 per hour. No Montshire Benefits.

The Montshire Museum of Science is an equal opportunity employer (EOE) with a passionate commitment to diversity, equity, and inclusion.