Town of Stow
RECREATION COMMISSION
380 Great Road
Stow, Massachusetts 01775-1122
(978) 461-1411
FAX (978) 897-4534

Summer Camp Director in Stow, Massachusetts

Salary: $15-$20 per hour based on experience

Location: Pine Bluff Recreational Area, Stow, Ma.

Description: 8 Week Program
35-40 hours per week

The Stow Recreation Commission is seeks a dynamic Director needed to lead our Summer Camp at Bine Bluffs Beach. Applicants must possess a high energy level, a strong work ethic, and administrative experience. The Summer Camp Director will be responsible for extensive planning and marketing in the months prior to the start of camp. Under the direction of the Stow Recreation Director this position will provide leadership, and program responsibility for Camp Stow. The Director is expected to manage an 8-week program with 50-100 kids and a staff of 10-20 people. This position is responsible for the implementation and planning of daily activities as well as supervision of seasonal staff. Candidates must be available to work from April 1st- August 21st (hours will vary)

Qualifications: 3+ years in a supervisory role in a camp setting. Knowledge of philosophy, objectives and requirements in the implementation of youth programs and summer camps: Knowledge of concepts of program risk management and safe work practice: Knowledge of supervision and leadership techniques: Knowledge of basic Windows, Microsoft Office and web- based program applications is required. The ability to communicate effectively and possess excellent interpersonal skills while interacting with program participants, co-workers, supervisors, and the general public: Ability to plan, promote, organize, and evaluate recreation services for Summer Camp program: Ability to handle and prioritize multiple tasks: Previous experience in summer camp management and completion or education towards a degree in the recreation field Four year degree in related field from an accredited college or university, or equivalent experience. Mandatory CPR and First Aid Certifications. WSI certification and waterfront experience highly recommended.

How to Apply: The best-qualified applicants, as determined by initial screening of applications, will be invited to participate in an interview process. Interested candidates should send cover letter, resume and three professional references to Laura Greenough, Stow Recreation Department, 380 Great Road Stow, Ma. 01775 or e-mail to Recreation@stow-ma.gov. Applications will be accepted until 5:00pm, March 20, 2015. Stow is an Equal Opportunity Employer