



Selectmen's Office

Essex Town Hall

29 West Avenue, Essex, CT 06426

Telephone: 860-767-4340 Fax 860-767-8509

HELP WANTED

SUMMER PARK AND RECREATION CAMP DIRECTOR

The Board of Selectmen of the Town of Essex is currently accepting applications for the position of A Summer Park and Recreation Camp Director. The 2020-2021 hourly salary range offered is expected to be \$18.57 – 22.62. Final salary determinations will be made based on applicant's qualifications and experience.

Camp is located at the Essex Elementary School and is anticipated to start on July 12 and continue through August 20th from Monday through Friday, approx. 8:00 am – 1:00 pm during the summer months. The Camp Director may be required to work outside typically camp dates and times for planning and training purposes. This position is not eligible for benefits under the current Town policy.

Position Definition:

Plans, organizes, and directs the activities of the municipal summer Park and Recreation summer day camp program. Work includes organizing, planning, coordinating, evaluating, and directing the work of Summer Camp Counselors and other support employees.

The successful candidate needs to demonstrate:

- ✓ They can direct and participate in the supervision of the day camp and park programs and are able to assist in supervision of various games, special events, weekly trips, cook-outs, arts and crafts, nature walks, swimming, and fishing with children ages 6-12.
- ✓ Can maintain and enforce safety rules and regulations. Conduct safety drills.
- ✓ Can supervise classes, workshops, special events, fitness activities, sports, games, arts, and various activities for persons engaged in town recreation programs and co-sponsored programs.

Requirements:

- ✓ Enjoy working with children and young adults. Previous experience required. Must be at least 18 years old at start of position.
- ✓ A valid Connecticut Motor Vehicle Operator's license is required.
- ✓ Possession of current First Aid and CPR certifications or willingness to undergo necessary training within 6 months to obtain certifications in Red Cross First Aid and CPR (Child and Adult)

Application is required and may be obtained in the Selectmen's Office Monday through Friday from 9:00 am to 4:00 pm or on the Town of Essex website www.essexct.gov under employment opportunities. All applications will be considered until the position is filled and should be emailed to mbarnes@essexct.gov or sent to: **Park and Recreation, Essex Town Hall, 29 West Avenue, Essex, CT 06426.**

THE TOWN OF ESSEX IS AN EQUAL OPPORTUNITY EMPLOYER

Norman M. Needleman, First Selectman

Bruce M. Glowac, Selectman

Stacia R. Libby, Selectman

April 12, 2021

This employer will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each new employee's Form I-9 to confirm work authorization.