



Jewish Community Center of Dallas

JOB DESCRIPTION

2020

JOB TITLE: Camp Specialist

REPORTS TO: Director of Camping Services

OVERVIEW: Camp Specialists teach a specialty area to various groups of campers, act as positive role models, are flexible, and maintain a positive attitude throughout each day. This position is classified as a Part-Time, Seasonal, Non-Exempt and is not benefits eligible. The Jewish Community Center is an EOE (equal opportunity employer).

RESPONSIBILITIES:

- Protect the health and safety (emotional and physical) of all campers while at camp and on any trips
- Provides experiences that promote individual and group growth
- Actively participates in all aspects of the camp experience with the campers
- Serves as a role model for young children while emphasizing Jewish values
- Plans, coordinates and follows the specialty schedule
- Organizes, maintains and orders supplies for specialty activity(ies)
- Supervises staff and campers in the specialty activity(ies)
- Participates in all camp activities as directed
- Performs other duties as assigned by supervisor(s)

EDUCATION/EXPERIENCE/REQUIREMENTS:

- Completion of two years of college or equivalent experience
- Minimum two years of experience working with children in an organized setting
- Knowledge and experience in the specialty area
- Ability to plan, organize and teach the specialty area
- Ability to cooperate with others
- Ability to supervise campers
- Strong interpersonal skills
- Ability to carry-out daily and special programs
- Demonstrates an energetic and positive attitude
- Be dependable and have excellent communication skills
- Professional in appearance, manner and tone
- Possess an attitude that makes for harmonious cooperation with campers, parents, and other staff

It is expected the Camp Specialist will be a team player as part of the JCC Camp Staff. He/she is expected to be aware of the JCC Mission Statement and work within the frameworks of that mission. Responsibilities of the job may be changed as the needs of the JCC and/or community change.

By signing and acknowledging this Job Description, I verify that I understand all my duties, that I am physically able to perform all these duties and that I understand that unsatisfactory performance may lead to termination of employment.

Employee Signature: _____ Printed Name: _____ Date: _____

Supervisor Signature: _____ Printed Name: _____ Date: _____