

**City of New York/Parks & Recreation
Seasonal Job Vacancy Notice
Office Title: Jr. Summer Camp Counselor
Civil Service Title: Cooperative Education Trainee
Salary: \$8.00 per hour
Duration: 8 Weeks beginning 7/1/2015
Work Location: Citywide
Number of Positions: 15**

The New York City Department of Parks & Recreation (NYC Parks) serves as the steward for over 29,000 acres of land, which includes 1,000 playgrounds, 35 recreation centers, 66 pools and 14 miles of beach. Within the many divisions, Public Programs operates Summer Camp at 19 locations. NYC Parks Experience Summer Camp offers children ages 6 – 13 opportunities to participate in sports, fitness and outdoor adventure. During this 7 week fun-filled summer day camp children will go on trips throughout the five boroughs, participate in structured team sports, physical fitness programs, field days and make lasting friendships.

MAJOR RESPONSIBILITIES

- Assist with organizing and implementing program activities such as group team games, tournaments, multi-game events and other formal competitive activities.
- Work with Senior Counselor to assist with upholding camp rules and preventing disturbances within the recreational areas.
- Document and report attendance, incidents and injuries. Keep accurate records.
- Maintain the health and safety of children under your supervision.
- Inspect play areas and report evidence of unsafe or hazardous conditions to Camp Director and remove children from such areas. Cordon off or remove hazardous equipment before allowing children to resume activities.
- Manage, distribute and collect athletic equipment and play materials. Keep accurate inventory.

QUALIFICATION REQUIREMENTS

- Must be 16 years of age with working papers.

Residency in New York City, Nassau, Orange, Rockland, Suffolk, Putnam or Westchester counties required for employees with over two years of city service. New York City residency required for all other candidates.

PREFERRED SKILLS/QUALIFICATIONS

1. Excellent communication and organizational skills.
2. Previous participation in school based sports, academics or club.
3. Experience coaching, sports and fitness.

To apply, please e-mail resume & cover letter to: SummerCampJobs@parks.nyc.gov

Notice to Parks applicants – include your ERN on all correspondence.

For more information please visit <http://www.nycgovparks.org/>

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AND
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ARE EQUAL OPPORTUNITY EMPLOYERS
M/F/D/V**