



## EMPLOYMENT OPPORTUNITY

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**Job Title:** Day Camp Counselor/Recreation (Seasonal)  
**Hiring Range:** Grade 7, \$12.00-\$15.00 per hour  
**Status:** Part-time, 8:00am – 3:00 pm, Monday through Friday (9 weeks duration)  
**Application Deadline:** Open until filled

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### General Statement of Duties

Works with youth in the 8-week summer day camp programming conducted by the Recreation Department.

### Distinguishing Features of the Class

An employee in this class participates in a variety of recreation and leisure activities for attendees of the summer day camp program. All work is performed in accordance with department rules and policies. Employee is subject to hazards in parks and recreation including work in both inside and outside environments and in extreme temperatures. Work is performed under the general supervision of the Recreation Program Supervisor and is evaluated in terms of effectiveness.

### Essential Duties and Tasks

- Ability to work with youth in a summer enrichment environment
- Demonstrated ability to ensure the safety and welfare of the campers at all times
- Must be reliable and punctual for all events and activities
- Must demonstrate maturity and tact in dealing with parents of campers
- Must be self-motivated, creative, and energetic
- Ability to change activities spontaneously if adjustments need to be made to accommodate participants
- Ability to re-direct youth in a positive manner if problem behaviors arise

### Physical Requirements

Must be able to physically perform the basic life operational functions of climbing, balancing, stooping, crouching, crawling, reaching, standing, walking, pushing, lifting, grasping, talking, hearing, and repetitive motions.

### Recruitment and Selection Guidelines

Applicants must be at least 16 years of age in accordance with departmental transportation guidelines and have a valid NCDL with a good driving record. Individuals with a CDL and the ability to operate a bus will receive priority. Qualified candidates should also possess a strong background working with youth. Possession of a First Aid Certification or CPR training is preferred. The Town of Oak Island is an Equal Opportunity Employer.

How to Apply: Please submit a completed employment application, which can be found on the town's website, [www.oakislandnc.gov](http://www.oakislandnc.gov) under the Job Opportunity page. Applications can be emailed, faxed, or mailed (see below)

Where to Apply: Town of Oak Island  
Attn: Human Resources  
4601 E. Oak Island Drive  
Oak Island, NC 28465  
Telephone: (910) 201-8014  
Fax: (910) 278-9542  
Email: [HR@oakislandnc.gov](mailto:HR@oakislandnc.gov)