



Help Wanted

Are you looking for a part-time summer job working with our young people and growing your management skills right here in Kinderhook? The Village of Kinderhook is hiring for its 2024 summer program in Rothermel Park. Competitive pay and flexible hours.

Kinderhook summer program, which hosts a 6-week daily camp for children ages 5-14, July 8 - August 16, is seeking an energetic and accountable Director, Assistant Director, and Counselors to provide a safe and memorable experience for our campers.

The Director will be responsible for leading the summer camp program and making it successful. They will also supervise the Assistant Director and Counselors.

Other responsibilities include:

- Following all Summer Program Guidelines and Village procedures to care for campers.
- Present "Planning Calendar" of engaging activities/field trips on and off-site prior to the start of the camp in addition to a daily activity calendar.
- Procure all camp supplies and complete weekly paperwork and logs as well as expenses.

Qualifications:

Application Deadline for the Counselors is May 30, 2024 - Salary \$5,000

- At least 21 years old
- Preferred 5+ years of working with children in Day Camp/Summer Program and/or similar qualifications and experience
- Management experience preferred
- Trained in First Aid, Adult & Child CPR, AED, and Sexual Harassment (training paid for by Kinderhook Village)

The Assistant Director, who also serves as the Health Officer will be responsible for assisting the director with all above-listed duties. The Assistant Director/Health Officer will assume responsibility in the absence of the Director. In addition, the Assistant Director/Health Officer is responsible for all duties listed for the Counselors.

Responsibilities include:

- Manage the Counselors
- Ensure the program runs per the schedule

Application Deadline for the Counselors is May 30, 2024 - \$ 18.00/HR

Qualifications:

- At least 18 years old
- Preferred 3+ years working in Day Camp/Summer Program or similar qualifications and/or experience
- Trained in First Aid, Adult & Child CPR, AED, and Sexual Harassment (training paid for by Kinderhook Village)

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The ideal candidates for Camp Counselors will be excellent multitaskers with a genuine passion for working with and empowering young people. Applicants should be patient, fun-loving, and confident in their ability to motivate and assist campers. The Camp Counselors will be responsible for:

- Providing a safe, caring, supportive community for campers.
- Assisting the Director in all aspects of the program.

Qualifications:

Application Deadline for the Counselors is May 30, 2024 - \$ 16.20/HR

- At least 16 years old
- Trained in First Aid, Adult & Child CPR, AED, and Sexual Harassment (training paid for by Kinderhook Village)

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Applications can be found at www.villageofkinderhook.org under Village Forms - Summer Program Employment application or picked up at 6 Chatham St. Kinderhook, Monday-Thursday 9am-2pm