

## **Galileo Summer Quest Crew Leader Position Description**

### **Summary and Requirements**

Crew Leaders are college graduates who have experience leading kids through engaging activities and games while delivering high quality team-building curriculum. Crew Leaders generate enthusiasm and inspire campers while leading them to develop teamwork, leadership, patience, and cooperation – all qualities integral to a child’s ability to work with others. Crew Leader will further develop skills as an educator while developing group skills in groups of up to 16 campers and creating an unforgettable summer experience. Instructional experience leading kids, particularly in outdoor games and team building activities is preferred. Previous camp experience is a plus.

### **Responsibilities**

Deliver 2.5 hours of Crew curriculum twice per day with high energy (curriculum provided)

Organize and manage materials for Crew time each day

Make changes to curriculum to improve the program or accommodate specific campers

Perform and manage daily set-up and clean-up of classroom and participate in overall campus cleaning and maintenance

Contribute to and participate in daily opening and closing ceremonies, all-camp activities, snack and lunch supervision, and camper check-in and check-out processes

Give casual feedback daily to parents regarding child’s experience

Collaborate and cooperate with fellow staff members to provide an unforgettable camp experience for your campers – and yourself!

Work at least three AM or PM weekly extended care shifts (if needed)

Additional responsibilities:

Attend weekly staff meetings, to occur from 4:00pm to 5:30pm after camp on Thursdays

Participate in two days of mandatory training on June 6 & 7, 2009

Participate in mid and end camp check-ins with Camp Director

Participate in one day of set up on the weekend before camp starts

Participate in one day of clean up the day after camp ends

Complete mid-camp and end-of-summer evaluations

Turn in curriculum at the end of camp with any revisions

Typical weekly hours (camp is in session from 8:45am to 3:30pm):

Monday: 7:45am – 4:30pm

Tuesday: 8:00am – 4:30pm

Wednesday: 8:00am – 4:30pm

Thursday: 8:00am – 5:30pm

Friday: 8:00am – 5:00pm

### **Compensation**

Crew Leaders will be paid \$475 - \$575 per week of program (6 or 8 weeks depending on location). Payroll is processed twice each month.