

CITY OF ROCKY RIVER

OPEN POSITION

- Job Title:** Assistant Supervisor – Summer Day Camp
- Department/Division:** Recreation
- Hours:** Monday through Friday; June 14-August 13 (plus planning hours prior to start of camp)  
7 a.m. – 6 p.m.; weekly hours to be scheduled by Camp Supervisor
- Salary Range:** \$10 per hour
- Application Deadline:** March 15, 2010
- Duties:** Assists the Camp Supervisor with the overall planning and implementation of the summer day camp program for students ages 6-11.
- Duties will include (in conjunction with the Supervisor) some or all of the following: designing the daily camp schedule, planning weekly themes and activities, planning and organizing field trips and special activities, ordering supplies, leading games and arts and crafts, meeting with parents, handling emergencies and disciplinary problems, scheduling and training staff. Serves as the Supervisor in his/her absence.
- Requirements:** Bachelor’s degree preferred in education, recreation, or related field. Experience in either a classroom or camp setting, preferably with children ages 6-12. CPR certification (current or willing to receive); First Aid desirable.
- How to Apply:** Complete and submit applications Monday through Friday, 8:30 a.m. to 4:30 p.m. at:  
Recreation Department Administrative Offices  
21018 Hilliard Boulevard  
Rocky River, OH 44116

The City of Rocky River is an Equal Opportunity Employer

Date Posted: 1/15/10