



C M L C
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M U L T I C U L T U R A L
L I T E R A C Y C E N T E R

Youth Summer Camp Teacher

Contract Description

Title: Youth Summer Camp Teacher

Reports to: Education Director

Hours: 36 hours per week from Aug 4th to Aug 22nd; 4-10 hours the weeks before camps; 0-6 hours the week after camps

Compensation: \$26-\$30/hour depending on experience

Commitment: This contract position begins July 14th and ends August 31st

Job Summary: The Youth Summer Camp Teacher will work in collaboration with a second Summer Camp Teacher to co-manage, supervise, and guide summer camp participants ages 6-13 through their days of activities at the CMLC. A cohort of guest teachers will instruct specialty classes for camp participants; the Camp Teachers will be present to facilitate transitions between classes, assist teachers as needed during classes, manage snack and lunch times, check youth participants in and out, and support throughout the day, as well as lead activities during any open time blocks.

The ideal candidate possesses a desire to work with children, excellent group management skills, and a caring and positive attitude. The candidate should have a background in teaching and/or related experience working with children, and excellent communication skills when engaging with both youth and adults. Background check and youth safety training required. Camp weeks are Monday-Friday, 8:30am-4pm Aug 4th to Aug 22nd, and one additional team meeting, weekly.

Primary Tasks:

- Manage a group of 12 children as they move through a day of summer camp activities
- Facilitate lunch and snack times
- Facilitate activities and games during transition times between scheduled activities
- Help with set-up and clean-up for daily camp activities
- Communicate with program staff, teachers, and parents regarding emerging needs of camp participants
- Check-in and check-out camp participants
- Create a supportive, safe, and fun group environment for all camp participants
- Help as needed with preparations and clean-up the weeks prior and after the camps

Required skills and experience:

- Previous experience working with children
- Demonstrated ability to engage and manage multi-age groups of children
- Ability to communicate effectively with parents, co-workers, and children
- Friendly, enthusiastic, and positive attitude

Additional Preferred Skills

- Multilingual

To be considered for this contract please send a **cover letter**, **résumé/CV**, and **contact information for three references** to naomi@cmlcenter.org.