

# Job Description



**Camp 7**  
**17846 Kimball Creek Road**  
**Collbran, CO 81624**

**Job Title:** Extended Care Attendant  
**Status:** Part-time (16-18 hrs/wk)  
**Wage:** \$11.10/hour  
**Dates:** May 20th – August 16<sup>th</sup>, 2019

**About:** Camp 7 is a summer day camp dedicated to providing youth with an amazing experience featuring an array of outdoor recreation activities and education. Located on 40 acres with magnificent views of the mesa, Camp 7 is an ideal setting for youth to immerse themselves in nature and the unique Colorado landscape. Activities include, but are not limited to: archery, horseback riding, nature exploration, swimming, water craft, athletics, air rifle, tomahawk, hiking, camp craft, fishing and overnights in authentic Sioux teepees. Camp 7 offers extended care before and after camp at locations in Palisade, Grand Junction and Parachute. Camp 7 also offers our mobile day camp, S.O.A.R. (Seeking Out Adventure and Recreation).

**Knowledge and Experience:** Previous experience working with youth in a childcare setting; a camp and/or recreation setting preferred. Sensitivity to children's needs and interests as well as the ability to communicate effectively with them. Knowledge of a variety of recreational activities including: organized sports, camp craft, group games, songs, skits, etc. Ability to make decisions on location with minimal supervision.

**Responsibilities:** Lead and assist in extended care programming. Responsible for transport of programming supplies to and from extended care locations. Maintain all camp safety and health regulations and rules. Supervise children and ensure their safety at all times. Keep accurate attendance of assigned group of children at all times. Assure children are going home with approved pick-up persons. Maintain cooperative relations with parents and all staff members. Attend weekly staff meetings and all camp training sessions. Assume responsibility for extended care location clean-up on a daily basis.

**Minimum Qualifications:** High school education/GED. Must be at least 18 years old. Ability to work a split shift (6:30am-8:30am and 4:30pm-6:00pm). Have a strong desire to work with children and be a good role model. Good time management, communication and organizational skills. Ability to take direction and work with a team. Must be able to pass a criminal background check.

**Training:** Staff training will be held prior to camp. Staff must attend training in order to work with Camp 7. Applicants must attain all required certifications (First Aid, CPR, Standard Precautions, etc.), some of which will be provided during staff training. Camp 7 may ask that applicants attain certification at applicants' expense. Certifications must be complete by required date to work with Camp 7. Dates are subject to change and staff may be considered for shoulder season programming.

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**Applying:** Please send application, resume and cover letter to Kelsey Sprys, Camp Director. Applications can be emailed or mailed to the address below. Applications will be accepted until **Friday, February 22<sup>nd</sup> at 4:00pm.**

**Email:** [kelsey@camp7.us](mailto:kelsey@camp7.us)

**Mail:** 2695 Patterson Rd.  
Suite 2 – 282  
Grand Junction, CO 81506

**Office:** 532 Iowa Ave.  
Palisade, CO 81526

**Phone:** 970-628-5331