**Seasonal Summer Camp Assistant**

**Summary:** Camp Assistants are responsible for ensuring a safe, fun, and educational environment for all campers and other staff. Assistants are responsible for monitoring campers, helping with activities, and facilitating Museum exploration time.

**Note:** This is a seasonal, temporary non-benefits earning position with a weekly obligation of an average of 40 hours per week. This is a contract position that is paid a daily rate of $128. The seasonal dates for this position are June 3-August 2, 2024.

**Reports to**: Museum Education Manager

**Major Duties**

* Monitor campers at all times to ensure safety and enjoyment.
* Assist and inform the lead teacher with any issues that may arise (accidents, lunch, etc.).
* Assist in guiding campers to and from classes, ensuring all campers are monitored at all times.
* Assist with setup and teardown of activities.
* Be available to work Monday through Friday between 8am and 5:30pm (schedule to be determined) or until duties are complete.
* Oversee lunch and snack breaks.
* Maintain a fun, positive, and friendly demeanor.
* Work cooperatively to maintain open lines of communication with participants, supervisors, and co-workers.
* Care for museum supplies, equipment, and facilities.
* Ensure that campers adhere to the established rules and procedures for summer camp.
* Attend all staff training sessions.
* Perform other duties assigned.

**Qualifications**

* High school degree preferred.
* Ability to engage with children and adults in a welcoming, energetic, friendly, and professional manner.
* Ability to react appropriately in a fast-paced environment.
* Ability to stand and walk around for extended periods of time.
* Ability to bend, kneel, and lift up to 25 pounds on an occasional basis.
* Bilingual not necessary but appreciated.
* Must pass a background check and be fingerprinted. Employment is contingent upon the results.

The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities or requirements.

**Don’t meet every single requirement? Studies have shown that women and people of color are less likely to apply to jobs unless they meet every single qualification. At Tegus we are dedicated to building a diverse, inclusive, and authentic workplace, so if you’re excited about this role but your experience doesn’t align perfectly with every qualification in the job description, we encourage you to apply anyways. You may be just the right candidate for this or other roles.**

**To Apply:**

Please send cover letter, resume, three references to: [hrjobs@cmon.org](mailto:hrjobs@cmon.org) or mail to:

HR Jobs 15080 Livingston Road, Naples, FL 34109

No phone calls please.

*CMON is an Equal Opportunity Employer (EOE) in compliance with all Federal, Florida State and local ordinances, including Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act of 1967, the Vietnam Era Veterans Readjustment Assistance Act of 1974, the Americans with Disabilities Act of 1990, and the Genetic Information Nondiscrimination Act of 2008.*