



Position Description

Summer Camp Counselor (Bilingual in English/Spanish required)

Family Service of Lake County, an 89-year old provider of premiere social services to youth, adults, seniors and families, is seeking Summer Camp Counselors for Nuestro Center's Summer Camp, Nuestro Verano. The ideal candidate will demonstrate a passion for the work of Family Service of Lake County, be enthusiastic, communicative, and capable of working in a highly collegial and flexible environment. Nuestro Center's Summer Camp takes place Monday – Thursday from 12:30 – 4:00 pm at Oak Terrace School in Highwood, and serves 60 children, ranging from 1st through 5th grades. Nuestro Verano's main purpose is to ensure that local children have a safe, fun and educational learning environment during the summer weeks. The children engage in physical, academic and artistic activities with community volunteers. Children also have the opportunity to participate in field trips and enjoy cultural traditions with Nuestro Center staff and volunteers.

SUPERVISOR: Nuestro Center Supervisor

WORK SCHEDULE:

Employment will be from June 10 – July 19, 2019. This is a part time position (20 hrs/week). The week of June 10th will be used for planning and training. Summer Camp programming will take place Monday through Thursday, June 17th – July 18th from 11:30am-4:30pm.

JOB RESPONSIBILITIES:

- Work with 1st through 5th grade students, ensuring that they receive appropriate assistance with Nuestro Verano activities.
- Assist Center Supervisor in planning educational/fun activities (including reading and STEM activities) and field trips for Nuestro Verano participants
- Support supervision of children during all Nuestro Verano sessions.
- Support supervision of program volunteers and interns during all Nuestro Verano sessions.
- Support data collection, analysis and reporting.
- Help with the distribution of daily program snacks.
- Assist Center Supervisor in leading training of volunteers
- Other duties as assigned.

QUALIFICATIONS:

- Must be available for all dates of the camp
- Previous work with children is a plus
- Ability to maintain professionalism in stressful situations
- Commitment to working with children
- Creativity in making learning fun
- Fluency in English and Spanish **REQUIRED**
- Knowledge of MS Office
- Strong interpersonal skills and the ability to work well as part of a team.

TO APPLY: Please send a cover letter and resume to: Liz Chavez at lchavez@famservice.org
Call (847) 681-0208 with any questions.