

Day Camp Deputy Director 2024 Town of Frye Island, Maine

(~25 hours per week during camp. Some Preseason planning/training as required)

The Day Camp Deputy Director is responsible for implementing all aspects of the Frye Island day camp program. The mission to help create a safe, friendly, and fun environment for campers and staff should be a central focus in this role. The position reports directly to the Day Camp Director and/or Director of Recreation and is ideally suited for someone responsible, highly motivated, and community-minded who loves working with kids and young adults. Day camp is typically the first week in July through the second week in August Mon-Thurs 3 hours/day. Duties include, but are not limited to:

- Act as lead for all day camp activities under the direction of the Day Camp Director/Recreation Direct. Implement safety and fun for campers and staff from check-in until departure.
- Directly supervise all counselors and lifeguards on job duties, responsibilities, and safety. Integrate and supervise volunteers and Counselors in Training for the program as appropriate
- Point of contact for all staff, campers, and parents
- Lead camp programming enthusiastically
- Work with Day Camp Director to ensure supplies (arts and crafts, games, etc) and materials are prepped in advance and as needed
- Assist with keeping weekly FINS content submission for Rec to date with current and upcoming special events
- Able to perform and train staff on duties listed in the Day Camp Counselor Staff job description
- Other duties as assigned, other opportunities as they arise

Desired Qualifications

- CPR & First Aid Certified required (training provided). Lifeguard certification preferred
- Supervisory and program leadership experience
- Prior experience in recreational programming or youth programming/education

If interested, please forward a resume and letter of interest to:

mike.anson@fryeislandtown.org