



Employee Job Description

Job Title	Summer Camp Counselor
Department	Parks and Recreation, Recreation Division
Grade Level	--
FLSA Status	Non-Exempt
Union Status	Non-Union
Employment Status	Part Time Temporary
Last Updated	January 22, 2026

GENERAL PURPOSE:

Works with a team of Summer Camp Counselors, Camp Supervisor, Camp Director and Deputy Recreation Director to create a safe, positive summer camp environment and engage participants in activities and fun.

SUPERVISION RECEIVED:

Works under the general supervision of the Summer Camp Supervisor, Summer Camp Director and Deputy Recreation Director.

SUPERVISION EXERCISED:

None.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Engages campers in a variety of activities, including arts and crafts, indoor and outdoor games, and off-site adventures.
- Leads by example and creates an environment where all campers feel safe, included, valued, and excited to participate.
- Ensures the safety and well-being of campers by following safety protocols.
- Works with other Counselors to build a strong, cohesive team.
- Works closely with Summer Camp Supervisor to resolve problems and address safety, health or behavior concerns.
- Attends the Bath Heritage Days 5-miler road race as Recreation Division support staff.
- Commits to working through entire eight weeks of Summer Camp program, which includes one week of training and all seven scheduled camp weeks.

DESIRED MINIMUM QUALIFICATIONS:

Education and Experience:

- Must be at least 15 years old by camp start date

- Familiar with Water safety principles
- Must be CPR/First Aid certified or complete the City's CPR/First Aid certification class upon hire

Necessary Knowledge, Skills and Abilities:

- Enthusiasm for working with children and creating a positive camp experience.
- Knowledge of a variety of games, sports, activities, riddles, songs and arts and crafts that children will enjoy.
- Knowledge of positive behavior management techniques.
- Ability to lead by example and create a positive, inclusive, encouraging camp culture.
- Ability to meet the emotional, social and cognitive needs of each child.
- Ability to communicate effectively, follow instructions and teach others, and thrive in a team-oriented environment.
- Ability to establish and maintain positive working relationships with supervisors, camp staff, colleagues, program participants, parents and guardians, and the public.
- This position is a Mandated Reporter under State of Maine law.
- Must pass a background check.

PHYSICAL REQUIREMENTS

The duties of this job are both indoors and outdoors, doing physically active work, in varied weather and temperatures. Frequently required to walk, run, stand and sit, sometimes for extended periods of time. Frequently required to climb, balance, stoop, kneel, crawl, lift, push, pull and more. While performing the duties of this job, the employee will frequently need to talk and listen, sometimes in very noisy environments. Specific vision abilities required by this job include close vision, far vision, color vision, and the ability to adjust focus. The job requires frequent light lifting (5-10 lbs.) and infrequent heavy lifting of up to 50lbs. The duties listed above are illustrations of the various types of work that may be performed. The omission of physical requirements does not exclude them from the position if the work is similar, related or a logical assignment to the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This job description does not constitute an employment agreement and is subject to change.
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