



Primary Job Description and Performance Expectations

JOB TITLE: Summer Program Staff

EMPLOYMENT TYPE: Full-time or Part-time, Non-exempt

REPORTS TO: Group Supervisor

WORKING HOURS: Variable, 7:45am-5:30pm, Monday-Friday

SUMMER DATES: June 3-July 26

DESCRIPTION OF ROLE

Responsible for engaging individuals with intellectual and developmental disabilities to provide a safe and fun environment where our participants can thrive through social and recreational activities.

RESPONSIBILITIES

- **Safety:**
 - Always ensures safety of participants.
 - Ensures that all activities, equipment, and spaces are maintained to provide a safe environment for participants to thrive.
 - Packs away equipment and cleans area used in each activity.
- **Engagement:**
 - Always interacts and engages with participants in group activities.
 - Encourages and leads participants to take part in all activities to promote maximum participation.
 - Uses initiative to implement appropriate activities as needed.
 - Understands the varied needs of participants and adapts lessons to best fit each group.
- Follows direction of Group Supervisor.
- Manages the exchange of all relevant information regarding participants and activities to Group Supervisor.
- Understands the importance of providing quality programs and care.

QUALIFICATIONS/EXPERIENCE

- Must be at least 16 years old.
- Experience and enthusiasm working with children and adults with intellectual and developmental disabilities.
- Flexible, team player with good use of initiative and sound judgement.
- Ability to engage with both participants and staff in an enthusiastic, friendly, outgoing, and professional manner.



REQUIREMENTS

- Physical ability to lift objects weighing 20 lbs.
- Several hours on feet walking around and engaging in physical activities.
- Clearance of a background check and drug screening.

COMPENSATION: Starting pay at \$12 per hour. Hourly rate commensurate with experience.

WORK HOURS: Camp hours are between 7:45am-5:30pm, Monday-Friday. Full time and Part-time positions available.

HOW TO APPLY: Email resume to or contact Ginny Bastar at gbastar@exceptionalfoundation.org. For more information, please contact 205.870.0776.