



## Position Description

**Title:** Camp Connect, Group Leader  
**Classification:** Non-Exempt  
**Work Schedule:** 32.50 hours per week, 8:30AM-3:15PM  
**Start Date:** June 17 – August 23, 2019  
**Report to:** Camp Leader, Assistant Camp Leader & Program Coordinator  
**Work Site:** The Bridge Center, 470 Pine Street Bridgewater, Massachusetts

### Position Purpose:

The Bridge Center is looking for an experienced, patient, outgoing, and professional individual to serve as the Camp Connect Group Leader. Camp Connect is designed for children and young adults diagnosed with high functioning autism, Asperger's syndrome, and related social challenges. The Group Leader will be responsible for collaborating with the Camp Leader and Assistant Camp Leader to oversee all aspects of the Camp Connect program, including new camper intake assessments, group placement, and staff pairings. The Camp Connect Group Leader will report directly to the Camp Connect Leader and will be responsible for supervising Camp Connect staff, as well as offering support to other summer camp staff as needed. Through the camp season, the Group Leader will be expected to develop rapport with each camper and staff, offering support to campers in need on a daily basis.

### Primary Duties & Responsibilities

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Assist in overseeing the day-to-day operations of Camp Connect
- Collaborate with the Camp Connect Leader and Assistant Leader to determine camp groupings within Camp Connect
- Assist in planning and facilitating camp specific groups (social skills lessons)
- Provide daily leadership for staff (i.e. positive attitude, high energy, enthusiastic, effective problem solving skills, etc)
- Willing to be direct care within a group during high enrollment or for additional support within the group, as needed
- Assist with crisis intervention to ensure the highest level of safety for campers and staff
- Develop rapport and effective consistent communication with parents and families
- Responsible for managing specific administrative tasks (daily cleaning schedules, organization of daily sheets, lost and found, etc)
- Be responsible for ensuring weekly camper goal data is complete for Friday afternoons.
- Willing to ride the Boston Bus during high enrollment weeks, if necessary
- Facilitate group structure to ensure that the group as a whole is moving effectively and appropriately together to each activity throughout the day



**Supervision:**

This individual will work under and report directly to the Camp Connect Leader, and will be responsible for assisting with supervision of all Camp Connect Staff (Counselors).

**Job Environment:**

Camp Connect provides a safe, nurturing, fun summer camp environment for children and young adults with high functioning autism, Asperger's Syndrome, and related social challenges. Campers participate in sports, archery, low ropes/team challenge, music, arts & crafts, cooking, movement arts, boating, and fishing, in addition to daily swim time, weekly therapeutic horseback riding lessons, and weekly social skills lessons. Groups will be formulated based on camper age, interests, abilities, and supports needed for success. Each group will consist of 4-7 campers and 2-3 staff. This environment requires all staff to be active, engaged and directly involved in all activities with the campers. Individuals must be motivated, responsible, engaging, and comfortable interacting with children with all disabilities, and their families. All staff are expected to work the entire nine weeks of camp, plus one week of training and orientation, unless otherwise noted in their contracts.

**Recommended Minimum Qualifications:**

- a. Education, Training, and Experience
  - i. Currently enrolled in, or a graduate of, a Bachelor's program (or higher) in the field of Special Education, Occupational Therapy, Physical Therapy, Speech Pathology, Recreation Therapy, Social Work, or related field
  - ii. At least one year of experience working with children with disabilities
  - iii. Prior experience working in a summer camp program is preferred
- b. Physical Requirements
  - i. Ability to run short distances during crisis situations (up to 400 meters)
  - ii. Ability to lift/move/push up to 30 pounds (with occasional demands up to 50lbs)
  - iii. Ability to spend up to 6 hours outdoors, standing/walking/running
- c. Additional Requirements
  - i. 21 years of age or older
  - ii. Cleared by state criminal and sex offender background checks
  - iii. Must be available to attend staff training during the week of June 17- June 22, 2019, from 4-8pm.
  - iv. Strong leadership skills
  - v. Excellent written and verbal skills
  - vi. Flexible and patient demeanor
  - vii. Must be comfortable swimming
  - viii. CPR and First Aid certified (re-certification offered during staff training week)

**Salary:**

Pay scale of \$13.00-\$14.00 per hour based on prior experience.



**Interested candidates should submit the following:**

- Job application (<https://bridgecenter.campintouch.com/ui/forms/application/staff/App>)
- Resume
- Three letters of recommendation

**Please mail/email/fax to:**

Abigail Ross  
*Program Coordinator*  
*Year Round Programs and Summer Camps*  
The Bridge Center  
470 Pine Street Bridgewater, MA 02324  
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