



## **New City Day Camp**

### Youth Employee Job Description

New City Day Camp is an exciting, educational summer program that serves students entering the 2nd to 5th grade. The program runs for seven weeks, starting in late June and ending in August. Monday-Thursday Typical Day: 9:00 AM – Staff arrive, 10:00 AM –Elementary students arrive, 10:15 - Morning activities, 12:00 PM - Lunch, 12:30 PM - tutoring, 1:30 PM – Games, 2:00- students go home, clean up and staff development activities. On Fridays the schedule varies, and the students and staff go on a field trip. Development opportunities are also provided.

#### Youth Employee Responsibilities

- Help with set up and clean up each day
- Tutoring and leading educational activities during homework time
- Assist with all activities, help to plan and lead activities
- Assist with serving snack and lunch
- Participate in Orientation Week at Camp Tall Turf, June 17-20
- Monitor children during field trips
- Participate in staff meetings and job development trainings

#### Learning Opportunities

- Job skills development
- Writing and implementing lesson plans
- Classroom management training and implementation
- Diversity and anti-racism training

#### Expectations:

- Arrive on time for all shifts
- Professional and friendly to all students, parents, staff, and volunteers
- Have a passion or desire to work with youth
- Ability to be flexible and work together as a team
- Able to approach conflict management respectfully and appropriately
- Respectful participation in learning and devotional activities with the staff

#### The Details:

- Hours per week: 16-20 hours weekly. Program time plus staff meeting hours
- Pay: \$9.50 an hour starting rate
- Interested applicants should either:
  - Email High School Director, Danah Montgomery at [danahm@newcityneighbors.org](mailto:danahm@newcityneighbors.org) OR
  - For more information or to fill out an application go to [www.newcityneighbors.org](http://www.newcityneighbors.org).