



Job Title: Camp Lead

Department: Education

Reports to: Education Manager

Non-exempt: 20-40 hours

Salary Band: \$10.50-12.50

Position Overview: The Camp Lead position at the expERIEnce Children's Museum specializes in facilitating the camp programming both on and off site, while maintaining the mission of the museum.

Essential Duties and Responsibilities:

- Oversees the preparation and implementation of innovative camp programming for children from ages 4 to 13 years old
- Participates in training held prior to camp sessions and has a thorough understanding of all emergency procedures
- Supervises the camp assistants
- Works cooperatively with the Education Manager and Camp Assistants to ensure campers are safe and have a positive camp experience
- Manages both the camp drop off and pick up procedures
- Corresponds with camper guardians in a professional manner
- Maintains the daily camp schedule
- Supervises campers throughout camp hours
- Assigns the Camp Assistant tasks necessary to prepare camp activities
- Assembles materials needed for daily camp activities including but limited to laminating, cutting, and sorting
- Passes out materials needed for activities
- Leads all camp activities with support from the Camp Assistants
- Helps campers with activities as needed
- Collects materials after activity completion
- Cleans and puts away materials after activity completion
- Ensures that the classroom space is reset after each day including but not limited to wiping down tables and chairs, sweeping and mopping floors, and taking out garbage
- Lays out materials for the next day if time allows

Core Competencies:

- Ability to pass the Pennsylvania State Police Criminal Record, Child Abuse History, and FBI Fingerprint Clearances
- Experience in working with both families and young children
- Have basic knowledge of the components of STEAM education
- Ability to work as team to promote the museum and its mission
- Ability to follow directions effectively and shows initiative

- Verbal and Written Communication – exceptional communication and interpersonal skills to effectively communicate with camp staff and children
- Organizational Skills – ability to maintain a variety of ongoing programming simultaneously
- Ability to interact with our exhibits, including, but not limited to, the three story climber and the outdoor area
- Ability to move up to 50 lbs.
- Desire to learn about the museum and its mission within the community
- Ability to create, imagine, explore, and play!