



## Recreation & Community Services Department

2450 S. 68th Street, West Allis, WI 53219

(414) 604-4900

[www.wawmrec.com](http://www.wawmrec.com)

Position: Camp Champions Instructor

Summary: Develop and lead quality programs for camp participants. Activities must be age appropriate, accessible, and inclusive for all participants.

Qualifications:

- Must be over the age of 18.
- Possession of Red Cross First Aid Certification preferred.
- Possession of current CPR/AED certification (infant/child/adult) preferred.
- Ability to share general department program knowledge and answer or direct questions to appropriate department personnel.
- Experience developing programs for people with disabilities of all ages and ability levels

Responsibilities:

- Meet attendees who are dropped off by taxi or other transportation service and bring them to their group leaders. At the end of the day, return these individuals to their transportation
- Plan and execute four or more class periods daily with age appropriate activities
- Ensure the safety of the attendees in their classroom
- Ensure that the individual needs of all group members are met
- Assist the group leaders with managing the behaviors of their group members
- Assist group leaders with the feeding and supervising of their group members during lunch/ snack time (where assigned)
- Assist in the planning and executing of Program Night
- Work with parents/ guardians by providing open communication so that the unique needs of the individual students are met
- Assist group leaders in supervising their groups during field trips
- Assist the director with special day activities
- Ensure Irving is clean and safe by following the cleaning schedule
- Plan and execute 1-2 Large Group Activities
- Other duties as assigned by immediate supervisor or department administrator.

Application Procedure:

Candidates must complete an application at [www.wawmrec.com](http://www.wawmrec.com) and submit



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*The West Allis-West Milwaukee Recreation and Community Services Department does not discriminate on the basis of age, race, sex or sexual orientation, marital status, handicap, national origin, creed, arrest or conviction record, ancestry, member of military reserve, or any other reason prohibited by state or federal law.*

*This description has been prepared to assist in properly evaluating various classes of responsibilities, skills, working conditions, etc., present in the classification. It is intended to indicate the kinds of tasks and characteristic levels of work difficulty that will be required of positions that will be given this title. It is not intended as a complete list of specific duties and responsibilities. Nor is it intended to limit, or in any way modify the right of any supervisor to assign, direct and control the work of employees. The use of a particular expression or illustration describing duties shall not be held to exclude other duties not mentioned that are of similar kind or level of difficulty.*