



Summer Camp Operations Team Members

Are you passionate about creating unforgettable experiences for children and families? We're looking for dedicated and enthusiastic Summer Camp Operations Team Members to join our team. In this role, you'll play a key part in ensuring the smooth operation of our summer camp program, contributing to the safety, organization, and overall success of the camp. This position will report to the Operations Manager.

About Summer at St. John's

We create safe, inclusive, and choice-driven programs that grow with your child. Our developmentally appropriate camps are shaped by our community values, leaving a lasting impression upon all campers and staff for years to come. Summer at St. John's community values are at the core of every decision we make. We encourage:

- **Kindness:** Promoting stronger, more harmonious relationships and communities.
- **Community:** Building strong bonds and a sense of belonging among campers and staff.
- **Honesty:** Fostering trust and cooperation, contributing to personal and societal well-being.
- **Respect:** Teaching respect for oneself, others, and the environment.

About St. John's Prep

St. John's Prep is an inclusive, Catholic, Xaverian Brothers Sponsored School for young men in grades 6 through 12. Founded on the Xaverian values of compassion, humility, simplicity, trust, and zeal, we educate students to be, do and stand for good in the world. We enroll approximately 1,500 students from more than 90 communities in Massachusetts, New Hampshire, and Maine.

Key Responsibilities:

- **Logistical Support:** Assist in the planning and execution of camp logistics, including lunches, transportation, scheduling, and facility management, to ensure a safe and enjoyable experience for campers. Valid MA driving license is required.

- **Supervision and Support:** Provide support to camp counselors and staff, assisting with training, scheduling, and day-to-day operations to maintain a positive and engaging camp environment.
- **Safety and Compliance:** Implement and enforce safety protocols and procedures to ensure the well-being of campers and staff, including emergency response plans and adherence to health and safety regulations.
- **Problem-Solving:** Proactively identify and address operational challenges, troubleshoot issues as they arise, and collaborate with team members to implement effective solutions.
- **Team Collaboration:** Work closely with other members of the camp leadership team to coordinate activities, share information, and foster a cohesive and supportive work environment.
- Other duties as assigned.
- Works 8:30 am to 4:30 pm, with a 30 minute on-campus break

Other Job Duties:

Attendance at staff training and staff meetings is mandatory.

Qualifications:

- Previous experience working in a camp or recreational setting is preferred.
- Strong organizational and multitasking skills, with the ability to manage priorities in a fast-paced environment.
- Excellent communication and interpersonal skills, with a customer service-oriented approach.
- Ability to work collaboratively as part of a team and independently when necessary.
- Valid MA driving license.
- First Aid and CPR certification (or willingness to obtain upon hire).
- Minimum age requirement of 18 years old.

Physical Aspects of the Job

Summer at St. John's is set on a 175-acre rolling campus with two pools and seven fields. Candidates must be able to follow the camper schedule on foot each day, be able to lift up to 30 pounds, participate in games and activities, and maintain a healthy presence during the long outdoor camp day.

How to Apply

Interested candidates are asked to [apply online](#). To learn more, please [visit our website](#). Questions can be directed to Laurel Grady at summer@stjohns.org.

St. John's Prep and Summer at St. John's are committed to building a diverse and inclusive campus community. We welcome applications from underrepresented groups. We seek applicants who

demonstrate a commitment to multiculturalism and diversity that is manifested in their day-to-day responsibilities, as well as in their interactions with young people and colleagues alike.