



ST. ANDREW'S SCHOOLS

THE PRIORY ♦ THE PREP ♦ THE PRESCHOOL

Position: Summer School and Camp Counselor-in-Training
Reports to: Summer School Director/Camp St. Andrew's Director
Type: Seasonal, nonexempt, hourly
Term: Monday, March 16 - Friday, March 27, 2026, and/or Monday, June 8 - Friday, August 7, 2026
Date: January 29, 2026

Position Overview

Are you looking to expand your leadership experience before graduating high school? Join us at St. Andrew's Schools as a Summer School/Camp Counselor-in-Training (CIT).

The CIT provides additional support to the Activity Leaders and Summer Counselors. During this time, you'll learn essential skills for becoming an amazing camp counselor, including how to build a strong community, foster resilience, and encourage independence and enduring faith. You'll gain hands-on experience in camper care and learn what it takes to lead with confidence. The CIT embodies St. Andrew's Schools' core values; models professionalism, flexibility, collegiality, and enthusiasm while fostering a welcoming and inclusive learning environment for students of diverse backgrounds.

Essential Duties

Maintain the Safety and Health of Students

- Supervises and monitors students' activities in a variety of settings and situations (i.e., play areas, study time, escorting to and from activities, student pick-up area, etc.) to ensure their safety and well-being.
- Develops and fosters a healthy rapport with and between students and their families by first listening to and understanding their needs, and then providing the appropriate care and support.
- Creates a caring and nurturing environment; supports children in resolving conflicts and takes proactive measures to prevent any misconduct.
- Stays attentive to children and assists with their safety, health, and personal needs.
- Reports safety, health, personal, or behavioral concerns to the Director.
- Follows emergency procedures and prioritize the safety of children.
- Monitors equipment and facilities for proper use and maintenance; promptly reports necessary repairs to the Director.

Act as a Role Model

- Models positive, respectful, and professional behavior at all times with children, parents, and colleagues.
- Knows, understands, and follows school policies, procedures, rules, and guidelines. And supports students and colleagues to do the same.

- Models good sportsmanship, hygiene, and cleanliness by demonstrating proper handwashing and sanitation practices; guides student aides and children in tidying up after meals, snacks, and activities.

Contribute to the Development and Implementation of Programs and Activities

- Actively participate in assigned program areas and provide guidance and supervision during non-classroom times, including transition from one class to another, lunch, and recess.
- Communicate effectively with students, build positive relationships with the students and their family, respect the worth and dignity of each individual and empower them to think critically and creatively problem solve throughout the day.

Other Duties

- Is available to work at and supervise summer events and functions.
- A Counselor-in-Training position is considered a mentorship position. Candidates must be willing to accept instruction and training from senior staff in:
 - Implementing age-appropriate day camp programs for children ages 4-14
 - Preparing materials
 - Leading activities
 - Addressing behaviors
 - Any other counselor-related responsibilities and duties

Hours

- Summer School Term: June 9 - July 18, 2026
 - Morning Classes: Monday through Friday, 7:00 a.m. - 12:00 p.m.
 - Afternoon Classes: Hours: Monday through Friday, 12:00 p.m. - 4:00 p.m.
- Camp St. Andrew's: July 20 - August 7, 2026

Qualifications

- High School students under age 16.
- Experience or interest in working with children ages 4 -12 in informal settings, including day camps, youth programs, sports, etc.
- Background or strong interest in sports, crafts, outdoor recreation, elementary education, etc.
- Ability to obtain First Aid/CPR training.
- Ability to handle outdoor and physical activities, stand and walk for long periods of time, and be able to lift at least 20 pounds.

Hiring requirements:

- Upon hire, online training to prevent child sexual abuse.
- Recommend COVID-19 and flu vaccinations.
- No relocation or moving assistance.
- Must be able to report to work onsite each workday.

Compensation & How to Apply

Wage: Volunteer Position

Benefits: Volunteer hours, certificate of completion, letters of recommendation upon request.

How to Apply

This is a seasonal, exempt, hourly position. Please fill out the online application and send a cover letter, resume, and three references to employment@standrewsschools.org with “Counselor in Training” in the subject line. Applications will be accepted until the positions are filled.

St. Andrew’s Schools is an equal employment opportunity employer. To learn more about our school, please visit www.standrewsschools.org.

About St. Andrew’s Schools

For more than 150 years, St. Andrew’s Schools has educated courageous, compassionate, and purpose-driven leaders, guided by the visionary legacy of Queen Emma Kaleleonālani, who founded St. Andrew’s Priory in 1867.

Today, St. Andrew’s serves students on two campuses: Queen Emma Preschool for children ages two to five, and our downtown Honolulu campus for grades K–12. Beginning in the 2026-27 school year, our K–12 program will become fully coeducational, reflecting our commitment to inclusive, forward-thinking education.

Through personalized learning, students discover their strengths, passions, and purpose as they grow academically, socially, emotionally, and spiritually. Grounded in aloha, kuleana, and mālama, we prepare young people to lead with integrity, confidence, and heart—and to make a meaningful difference in their communities and the world.