



## Summer Camp Lead Teacher / Counselor (Preschool, Ages 2–4)

Lycée Français de San Francisco (Lycée)

**Location:** 755 Ashbury st. San Francisco, CA

**Start Date:** Tuesday, June 16, 2026 (Summer 2026)

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### OVERVIEW

The Lycée Français de San Francisco (Lycée) is a French Immersion and French acquisition school, college Preparatory School in the San Francisco Bay Area. We provide a challenging educational environment based on the French national curriculum, enriched by English classes from PS–12th grade. Our curriculum is designed to provide students with a well-structured, well-assimilated body of general knowledge, while encouraging the development of analytical and critical thinking skills.

Our students earn an American high school diploma and prepare for the French Baccalauréat, which qualifies them for both American and European universities.

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### POSITION SUMMARY

We are seeking enthusiastic and experienced Lead Teachers / Camp Counselors to join our Summer 2026 preschool day camp at the Lycée Français de San Francisco. The program serves children ages 2–4 and runs across 8 weekly sessions between mid-June and late August. Counselors sign up on a weekly basis — you may choose to work one, several, or all of the seven weeks listed below.

The ideal candidate has experience working with preschool-age children, holds the required California ECE units, and is passionate about play-based learning, language development, and creating a warm, inclusive camp environment.

Each week of camp is built around a specific theme set by the Camp Director (e.g., Around the World, Ocean Explorers, Art Studio, Nature & Garden, etc.). Counselors are expected to come to camp prepared — with activities, crafts, songs, stories, and small-group plans designed in advance to align with the week's theme. Materials lists and theme briefs are shared with confirmed counselors approximately two weeks before each session.

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## **CAMP WEEKS (SIGN-UP BY WEEK)**

### **Summer 2026 Sessions**

- Week 1: June 16 – June 18, 2026 (Tuesday–Thursday, 3 days)
- Week 2: June 22 – June 26, 2026 (Monday–Friday, 5 days)
- Week 3: June 29 – July 3, 2026 (Monday–Friday, 5 days)
- Week 4: July 6 – July 10, 2026 (Monday–Friday, 5 days)
- Week 5: July 13 – July 17, 2026 (Monday–Friday, 5 days)
- Week 6: August 3 – August 7, 2026 (Monday–Friday, 5 days)
- Week 7: August 10 – August 14, 2026 (Monday–Friday, 5 days)
- Week 8: August 17 – August 21, 2026 (Monday–Friday, 5 days)
- Counselors apply for the weeks they are available; weekly assignment is confirmed by the Camp Director.

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## **DAILY SCHEDULE**

### **Standard Camp Day (Monday – Friday)**

- 8:00 – 9:00 AM: Optional morning drop-off / daycare hour (paid at the daycare rate)
- 9:00 AM – 4:30 PM: Main camp programming with a 45-minute unpaid lunch / break
- 4:30 – 5:30 PM: Optional afternoon pick-up / daycare hour (paid at the daycare rate)
- Counselors may sign up for camp only, daycare only, or any combination — confirmed weekly with the Camp Director

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## **COMPENSATION**

- Camp programming hours (9:00 AM – 4:30 PM): up to \$40/hour for candidates with full ECE qualifications and prior preschool/camp lead experience; rate set based on credentials and experience
- Daily paid camp hours: 6 hours 45 minutes per full day (a 45-minute unpaid lunch / break is built into the schedule)
- Optional daycare hours (8:00–9:00 AM and 4:30–5:30 PM): \$25/hour, billed in 1-hour increments
- Approximate weekly compensation at the top camp rate: ~\$1,350/week (camp only, 5-day week) + daycare hours (\$25/hour)
- Week 1 (June 16–18, 3-day week): pro-rated to 3 days

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## **RESPONSIBILITIES**

- Come to each camp week prepared with theme-aligned activities, crafts, songs, stories, and small-group plans drafted in advance, ready to execute on Day 1
  - Plan and lead engaging, age-appropriate, play-based activities for children ages 2–4, building the daily flow around the week's theme
  - Supervise campers actively and at all times — no passive supervision; counselors must be visually engaged with children rather than on phones or in side conversations
  - Maintain required staff-students ratios at all times, including during transitions, outdoor play, restroom breaks, and field trips
  - Lead small-group and full-group activities including arts and crafts, music, movement, outdoor play, language games, and themed projects
  - Use positive guidance and developmentally appropriate behavior support; redirect, model, and coach rather than punish
  - Maintain a warm, inclusive, and developmentally appropriate environment that supports each child's growth, including children with diverse learning needs, IEPs, or behavioral support plans
  - Manage daily routines: arrival, sign-in, snacks, lunch, hydration, sunscreen application, bathroom support, rest time, and transitions
  - Track daily attendance, allergies, dietary restrictions, and any approved pick-up authorizations; verify identity at pick-up
  - Apply sun safety practices (shade, hats, sunscreen reapplication, water breaks) during all outdoor programming
  - Communicate clearly and warmly with families at drop-off and pick-up; provide brief end-of-day updates as appropriate
  - Document and report incidents, injuries, or behavioral concerns to the Camp Director the same day, using the school's incident-report system
  - Follow all mandated-reporter obligations under California law
  - Maintain a clean, organized, and safe classroom and outdoor space; help with daily set-up, clean-up, and end-of-week reset
  - Collaborate with co-counselors and the Camp Director on weekly themes, lesson plans, schedules, and special events; attend a brief weekly planning check-in
  - Adhere to school photo / media policies; do not photograph or post images of campers on personal accounts
  - Maintain professional appearance and conduct
  - Arrive on time and stay through assigned hours; commit to all weeks signed up for, with as much advance notice as possible if illness or emergency requires a substitute
  - If signed up for daycare hours: supervise children during morning drop-off (8:00–9:00 AM) and/or afternoon pick-up (4:30–5:30 PM) windows in a calm, low-key environment with quiet activities and free play
  - Adhere to all California Title 22 / licensing requirements and Lycée policies (health, safety, child supervision ratios, mandated reporting)
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## REQUIREMENTS & QUALIFICATIONS

- Minimum 6 ECE (Early Childhood Education) units completed at an accredited California institution, or equivalent California Child Development Permit (Associate Teacher or higher) — required for the camp programming hours
- Prior experience working with preschool-age children (ages 2–4) in a camp, classroom, or licensed child-care setting
- Demonstrated ability to design and lead theme-based activities (sample lesson plans or activity ideas may be requested at interview)
- Strong knowledge of age-appropriate activities, classroom management, and developmentally appropriate practice
- Energy, patience, creativity, and a genuine love of working with young children
- Strong organizational skills and the ability to plan ahead, prep materials, and arrive ready to teach
- Strong communication skills with children, families, and colleagues
- Comfort working outdoors in San Francisco summer weather (sun, fog, wind) and physical stamina to actively engage with young children for the full camp day
- Ability to lift and carry up to 30 lbs, sit on the floor, and move quickly when supervising young children
- Reliable, punctual, and able to commit fully to the camp weeks signed up for
- Pediatric CPR/First Aid certification (or willingness to obtain prior to start date)
- Mandated Reporter training (or willingness to complete prior to start date)
- Background check required (LiveScan fingerprinting per California licensing)
- Proof of required immunizations per California child-care regulations
- French language proficiency NOT required

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## TO APPLY

Please submit your resume and cover letter via: <https://www.lelycee.org/about/jobs>

The Lycée is an equal opportunity employer. All individuals have an equal opportunity for employment based on qualifications and merit, regardless of religion, race, sex, marital status, pregnancy, childbirth or related medical conditions, age, color, national origin, ancestry, physical or mental disability, medical condition, sexual orientation, military service status, or any other factor prohibited by state or federal law. This policy applies to all areas of employment, including recruitment, hiring, training, promotion, compensation, benefits, and other conditions of employment. All qualified applicants are encouraged to apply. Employment is contingent upon successful completion of a background investigation. Direct candidates only. No phone calls, please.