



SPARK Camp Counselor

Junior Achievement of Southern Massachusetts (JA) is a 501(c)3 nonprofit organization dedicated to giving young people the knowledge and skills they need to own their economic success, plan for their futures, and make smart academic and economic choices. JA provides free in-school, after-school, and standalone programs to students in kindergarten through twelfth grade which focus on the key content areas of financial literacy, career readiness, and entrepreneurship. This year JA will impact over 7,000 students across 21 cities and towns throughout Bristol and Southern Plymouth Counties. Learn more at www.jasouthernma.org.

JA's SPARK Program is a free two-year program for 13-14 year old girls focused on leadership development and entrepreneurial thinking. The program begins with a week-long residential summer experience at Massachusetts Maritime Academy where participants are able to learn from role models in their community while they take part in a variety of activities including paint night; karate; mindfulness; scavenger hunt; networking event; and forming teams to create and present social enterprise business plans.

Program: Junior Achievement SPARK Program

Position: Consultant Camp Counselor

Consulting Fee: \$1,000

Location: Massachusetts Maritime Academy

Requirements & Skills:

- Must be 21 years of age or older (per Massachusetts law)
- Must have at least four weeks experience in a supervisory role with children, preferably girls ages 13-14 (i.e. teacher, camp counselor, etc.)
- First Aid & CPR certification (or willingness to obtain certification upon hire)
- "Heads Up" certification (or willingness to obtain certification upon hire)
- Willingness to complete CORI and SORI background checks and provide current physical and immunization records (per Massachusetts law)
- Strong communication and interpersonal skills
- Positive attitude and good team player
- Ability to entertain a group of campers between scheduled activities

Commitment:

- Camp Staff Orientation Day: TBD
- Camper Orientation Day: Saturday, July 11th: 8:00am-2:00pm
- Camp Setup: Sunday, July 26th: 1:00pm-3:00pm (and optional camp staff move-in day)
- Camp: Monday, July 27th 7:30am – Friday, July 31st 6:00pm

Responsibilities of this position include but are not limited to:

- Under supervision of the Camp Director and Assistant Camp Director, and together with other Camp Counselors, supervise 24 campers ages 13-14 (approximately)
- Monitor 24 campers in the Massachusetts Maritime Academy dorms overnight
- Keep JA staff informed of the health and safety status of campers at all times

- Follow the SPARK Camp handbook at all times, and ensure that all campers are following the handbook
- Assist with preparing the dorm area for campers prior to move-in day, performing tasks such as stocking the common area with provided supplies, decorating and/or making signage for dorm rooms, etc.
- Ensure campers stay on schedule and arrive at appropriate destinations when needed
- Ensure dorm area stays clean and well-maintained throughout the week
- Assist with programmatic elements of SPARK Camp as needed
- Serve as a positive role model for participants and represent SPARK Program values at all times

Behavioral Competencies:

- Accountability
 - Accepts responsibility for delivering on assigned goals and deliverables
 - Is able to maintain composure in difficult situations and can shift quickly to objective, problem-solving behaviors in order to deliver results
 - Avoids excuses and blame-shifting
- Active Engagement
 - Participates in projects, tasks, meetings and workplace interactions with positive enthusiasm
 - Demonstrates an obvious energy in performing the role and serves as an engaged member of the department
- Integrity & Trust
 - Earns the trust and confidence of coworkers and constituents through honest communication, ethical behavior, and professionalism in all interactions
 - Admits mistakes, does not misrepresent self or information, and keeps confidences
 - Is dependable and known to be someone who will do what is promised
- Junior Achievement Teamwork
 - Contributes to meeting team deadlines and engages effectively with others to achieve goals
 - Maintains an approachable demeanor to encourage positive working relationships and promotes effective communication
 - Demonstrates a willingness to pitch in to help team members succeed (even in areas outside their normal role)
 - Interacts well with many types of personalities and handles difficult interactions without escalating tension

Physical Requirements:

The following physical demands are representative of those that must be met by a consultant to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the consultant is frequently required to sit, walk; occasionally required to reach with hands and arms; continually required to talk or hear; occasionally required to bend, lift, or climb; and frequently required to lift and carry 25 pounds. Specific vision abilities include: close vision, distance vision, and ability to adjust or focus.

To Apply: Please submit a resume and cover letter to Nicole Nault at nicole.nault@ja.org. No calls, please.

This position description in no way states or implies that these are the only duties to be performed by the consultant occupying this position. Consultants will be required to follow any other job related duties required by their supervisor. This document does not create an employment contract implied or otherwise, other than an "at-will" relationship.

Junior Achievement of Southern Massachusetts is an Equal Opportunity Employer.