



TOWN OF BREWSTER
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OFFICE OF
RECREATION COMMISSION

Brewster Recreation Summer Rec Instructor Job Description

Seasonal
25 hours/week
\$18-\$22 hr

Position Summary: The Summer Rec Instructor plans, coordinates, and instructs programming for youth ages 4-12 within a specific program area such as Music, Dance, Health & Life Skills, Arts & Crafts, and Physical Education. Programs should promote development of physical and social skills and be adaptable to each age level. Instructors are responsible for overall function, safety, set-up, and break-down of activities held in a classroom style environment.

Essential Functions:

- 1) Teach age-appropriate skills in a progressive sequence.
- 2) Adapt instruction and activities to a variety of ages and skill levels.
- 3) Adapt instruction and activities that are appropriate for a variety of locations.
- 4) Oversee the area's overall safety.
- 5) Break-down and set-up each activity and area as need.
- 6) Responsible for all equipment and supplies usage and maintenance.

Supervision Received:

- 1) Works under the general direction of the Summer Rec Director.
- 2) Functions independently within the broad scope of specific subject area.

Job Environment:

- 1) Work is generally performed under typical indoor and field conditions; field work conducted outdoors which may result in exposure to various weather conditions.
- 2) Operate standard office equipment including a computer.
- 3) Has daily contact with the general public.
- 4) Position may involve some irregular hours.

Education and Experience:

- 1) Experience in working with children and adults.
- 2) Minimum of one year of instruction within subject area.

Knowledge: Demonstrated knowledge of the principles and practices related to:

- 1) General knowledge of subject area.
- 2) Program planning, development, and implementation.
- 3) Effective communication with youth of various ages.
- 4) Knowledge of equipment/supply usage.

Ability:

- 1)Ability to have all youth involved in activities.
- 2)Ability to have staff assist in activities.
- 3)Ability to adapt programs.
- 4)Ability to think of new and interesting programing on a daily basis.
- 5)Ability to motivate youth and manage behavior problems

Special Qualifications: CPR, First Aid Certification desired. Successful CORI review required.

Physical Requirements: Moderate physical effort required for work performed in the field. Required to spend several hours standing, walking, reaching arms and lifting under 50lbs.

This job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer, as the needs of the employer and requirements of the job change.