

**BASES Before & After School Program**  
**Somers Recreation Department**  
**JOB DESCRIPTION**

Rate: Starting at \$10.10/hour  
*\*rate dependent on experience\**

*Positions available for both BASES Before School & BASES After School programs.*

**Job Description:** Responsible for planning, implementing and supervising all activities within assigned group of the BASES Before/After School Enrichment Program. Maintains safety standards and practices at all times. Follows and enforces town and department policies. Ensures quality customer service to all program participants and their families.

**General Duties:**

- Supervise and ensure well-being of all before school and/or after school program participants with attention to: behavior and group management, health, safety, security, and personal/skill development
- Work effectively with co-counselors, and program staff, and collaborate on activities
- Plan, implement and lead a variety of recreation activities including sports, arts and crafts, enrichment and more
- Ensure quality customer service through positive interactions with participants, staff, guardians and the public
- Maintains highest level of safety and risk management at all times
- Responds appropriately to all emergencies and reports all incidents to supervisor.
- Other duties as assigned

**Requirements:**

- First Aid/CPR certification (class available upon hire)
- Experience working with children preferred including, but not limited to: classroom assistant, youth volunteer, camp counselor, babysitting, tutoring, religious education teacher

**Reporting Relationships:**

Reports directly to, and takes direction from, BASES Program Director(s) and/or Assistant Director(s). May take direction from, and is accountable to, Recreation Department full time staff; including Recreation Coordinator and Recreation Director

**How to Apply:**

Email Town of Somers employment application to [recreation@somersct.gov](mailto:recreation@somersct.gov), drop off at 93 Egypt Road during regularly scheduled office hours, or mail to:

Town of Somers  
Attn: Recreation Department  
600 Main Street  
Somers, CT 06071

All applications should be submitted no later than August 20, 2018.