

BASES Before & After School Program
Somers Recreation Department
JOB DESCRIPTION
Rate: Starting at \$13.00/hour

Positions available for both BASES Before School and 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, 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:

- Minimum Age: Entering 9th Grade
- 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.

Hours:

- BASES is held Monday-Friday:
 - AM Care: 7:30 a.m.-8:35 a.m.
 - PM Care: 3:30 p.m.-6:00 p.m.

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

The staff schedule will be set by the Recreation Coordinator and is subject to change. Applicants must be responsible and reliable, working independently as well as with a team and providing a safe, caring and enriching environment. The candidate must have a positive attitude and serve as a role model. *All applicants must pass a criminal records background check.*

How to Apply: Email the [Town of Somers Employment Application](#) to khalligan@somersct.gov or mparsell@somersct.gov or mail/drop off at the Recreation Department, 619 Main Street during regular business hours.

All applications should be submitted no later than August 20th.