

Department of Human Resources
Carroll County Government
225 North Center Street, Room 100
Westminster, Maryland 21157
410-386-2129



Currently accepting applications for:
Assistant Camp Director
Department of Recreation & Parks

An Equal Opportunity Employer

Assistant Camp Director – Department of Recreation & Parks

\$12.38 hourly, 40 hours per week contractual position July 5, 2021 through August 4, 2021

Position requires 5-15 hours per week from now until start of camp

Hours vary and may include evenings and weekends

Apply by 5:00 pm on Monday, March 22, 2021

Piney Run Park is seeking a collaborative, customer-service oriented individual to assist the Camp Director in overseeing the Piney Run Nature Camp.

As the Assistant Camp Director, you will help supervise camp employees, ensure that all staff and campers are checked in, maintain a camp health log, perform routine maintenance as needed, and make sure that all materials needed for the day are available. You will serve as the administrative assistant for the Camp Director and fill in when the Camp Director is not available.

The ideal candidate for this position will be well organized, adapt easily, work well individually and as part of a team, and enjoy working outdoors, with children, and animals.

Qualifications:

1. American Red Cross Standard First Aid and CPR certification
2. Valid driver's license
3. Courses in Nature Interpretation, Environmental Education, Recreation & Parks, Education or other related field
4. At least one-year experience supervising other employees or volunteers in a camp, school, or youth group setting*

**A comparable amount of training and experience may be substituted for the minimum qualifications*

Benefits of working for Carroll County Government:

- ✓ 40 Paid Time off (PTO) or 40 hours of Safe & Sick Leave (SSL)

How to apply:

- Apply online: <https://careers.carrollcountymd.gov/openings/>
- Call the Carroll County Job Hotline to request an application: 410-386-2020
- Applications must be submitted by 5:00 pm on the date the job closes
- Applications are **not** accepted by fax or email

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The County Commissioners of Carroll County recognize the rights of all people, including County employees, to equal opportunity. Discrimination against County employees on the basis of age, religion, gender, race, color, national origin, sexual orientation, marital status, physical or mental disability is strictly prohibited. The Americans with Disabilities Act, Titles I and II, applies to County government employment. If you have questions, suggestions, or complaints, please contact Kimberly L. Frock, Director and Carroll County Government Americans with Disabilities Coordinator for employment, at the Department of Human Resources (410-386-2129) or Md. Relay 711/800-735-2258. The mailing address is 225 North Center Street, Westminster, MD 21157.