



SUMMER ARTS CAMP ASSISTANT

The Community House is seeking a Summer Arts Camp Assistant for the 2023 summer season. This position is made possible by a grant from the Illinois Arts Council Agency and the National Endowment for the Arts for Summer Youth Employment and is open to currently enrolled high school students or students from the 2023 graduating class. Position is part-time M-F, 8:30 AM-12:30 PM from June 5-August 18, 2023. Schedule subject to change on certain weeks to afternoons based on needs and enrollment for particular camps. We would be willing to work it out with the right candidate. Summer Arts Camp Assistant would support and report to Arts Program Director and/or other camp instructors as needed. Job entails working with children 6-12 years old on art projects and activities, cleaning and organizing art studio, prepping art projects and materials, etc. Experience with kids or babysitting is preferred. Ability to lift up to 15 pounds is helpful. Interest in visual and/or performing arts is essential. \$13/hr.

To apply, please email letter of interest and resume of scholastic and work (if applicable) experience to:

Jimmy McDermott, Arts Program Director
jmcdemott@thecommunityhouse.org

Deadline for materials is Friday, May 5, 2023.



The Community House

Job Description

Position Title: Summer Arts Camp Assistant

Basic Function: Summer Arts Camp Assistant is a seasonal role assisting participants and staff in day-to-day activities in various art camps in our facility. Summer Arts Camp Assistant will provide limited supervision for registrants and support Arts Program Director and/or Arts Camp Instructor in all aspects of program implementation.

Responsibilities: Reporting to the Arts Program Director, Summer Arts Camp Assistant will:

- Comply with agency policies and procedures
- Maintain a safe environment for participants
- Assume a supporting role in the preparation, implementation and cleanup of day-to-day program activities
- Supervise and assist participants and enforce program rules
- Maintain an open line of communication with Arts Program Director and/or Arts Camp Instructors
- Appropriately communicate with participants and parents
- Identify safety concerns to Arts Program Director and/or Arts Camp Instructors
- Provides a good working relationship with school staff
- Perform other duties as assigned

Minimum Qualifications: This position is made possible by a grant from the Illinois Arts Council Agency and the National Endowment for the Arts for Summer Youth Employment and is open to currently enrolled high school students or students from the 2023 graduating class. Summer Arts Camp Assistant will support, supervise and maintain the safety for children ages 5-12 years old.

Special Requirements: Candidates should have demonstrated experience and interest in visual or performing arts. Experience working with children or babysitting preferred. Ability to lift 15 pounds helpful.