



Date: January 1, 2024

Position Title: Summer Program Counselor

FLSA Classification: Non Exempt

Reports to: Head of School, Megan Rabbitt

Position Purpose: Responsible for supporting the instructors and administrators of the Saint Brigid Summer Programming. Counselors are of utmost importance in creating a safe, nurturing, happy, and impactful experience for the campers!

Summer Camp Dates: July 8- August 2, 2024

Work Hours: 8:45am - 3:45pm OR 10:15am-6:15pm

Essential Functions and Tasks:

- Assist instructors as campers rotate through electives
- Assist in supervising and entertaining students in and out of elective times
- Assist with camp set-up and clean-up
- Maintain a safe environment
- Support instructors in the classroom as needed
- Supervise recess, lunch, and snack times
- Supervise extended care and assist with activities
- Other duties as assigned

Qualifications:

- Upper high school or college student who enjoys working with children
- Strong collaboration and communication skills
- Openness to feedback and a desire to grow professionally

Compensation: \$18.07-\$20/hour based on experience

When you apply, please email a cover letter and resume to:

Megan Rabbitt, Head of School

headofschool@saintbrigidsf.org

415-673-4523

(All school staff of Catholic schools of the Archdiocese of San Francisco shall be employed without regard to race, color, sex, ethnic or national origin and will consider for employment, qualified applicants with criminal histories. (Administrative Handbook #4111.4)