

Summer Camp Lead Teacher (Part/Full Time)

The Academy of the Sacred Heart is an independent, Catholic, college-prep institution for girls offering 17 years of instruction for one-year-olds through twelfth grade. Academy of the Sacred Heart is one of 24 Network of Sacred Heart Schools in the United States-Canada sponsored by the Religious of the Sacred Heart (RSCJ).

Job Description

The Summer Camp Lead Teacher is directly accountable to the Summer Camp Director and to the Program Director. S(he) works with the Camp Director, other Lead Teachers, Instructors, campers, and parents to ensure that the spirit and the life of the camp reflect the *Goals and Criteria* of Sacred Heart education. S(he):

- Understands, embraces and implements the school's mission and philosophy as written in the *Goals and Criteria*; participates in the Christ-centered life of the school; and models the school's philosophy in working with students, parents, colleagues and administration.
- Understands, embraces, and implements the ASH camp's mission and philosophy.
- Develops innovative, creative, and fun programming with clear goals that are adaptable and adjustable based on needs of children each week.
- Collaborates with summer camp lead teachers to plan, develop, facilitate, and lead a variety of activities and games for a specific age group each week.
- Executes summer camp programs and activities.
- Attends weekly staffing meetings.
- Supervises and ensures the safety of camp participants.
- Establishes a good rapport with parents of the campers to ensure the mission of camp is fulfilled.
- Works with the Camp Director to execute responsibilities relating to the facility use.
- Works with the Camp Director to secure substitutes in the event of illness or other emergencies.
- Agrees to fulfill the terms of the contract of employment.

Preferred Qualifications

- A bachelor's degree or the equivalent education and experience.
- Teaching experience in a Lower School or early childhood classroom.
- Experience working in summer camp programs.
- CPR Certification if applying for Summer Hearts
- Must be available the weeks stated in employee's contract.
- Must attend mandatory meetings and orientation.

Application Process

Applicants should submit the following to Meliss Salta at msaltaformagio@ashrosary.org.

1. Cover letter indicating why they are particularly interested in and qualified for the position.
2. Current résumé.
3. Names, addresses and telephone numbers of two references. (We will obtain permission from candidates before contacting references.)
4. During the application process, you will be asked to complete the ASH Employment Application PDF, which is available for download at ashrosary.org/careers

The Academy of the Sacred Heart is an equal opportunity employer. The goal of the Academy of the Sacred Heart is to hire and motivate an outstanding and diverse faculty and staff who work together harmoniously toward the common mission.