



NYC Parks

CITY OF NEW YORK PARKS & RECREATION  
**SEASONAL JOB VACANCY NOTICE**

**Office Title:** Summer Camp Counselor  
**Civil Service Title:** City Seasonal Aide  
**Work Location:** Citywide

**Duration:** 2 Months/8 Weeks, Starting June 28, 2024  
**Salary:** \$18.00/hour  
**Positions:** TBD

NYC Parks is the steward of over 30,000 acres of land — 14 percent of New York City — including more than 5,000 individual properties ranging from Coney Island Beach and Central Park to community gardens and Greenstreets. We operate more than 800 athletic fields and nearly 1,000 playgrounds, 1,800 basketball courts, 550 tennis courts, 67 public pools, 51 recreational facilities, 15 nature centers, 14 golf courses, and 14 miles of beaches. We care for 1,200 monuments and 23 historic house museums. We look after 600,000 street trees, and two million more in parks. We are New York City's principal providers of recreational and athletic facilities and programs. We are home to free concerts, world-class sports events, and cultural festivals.

Public Programs operates Summer Camp at 18 locations citywide. NYC Parks Experience Summer Camp offers children ages 6 – 13 opportunities to participate in sports, fitness outdoor adventure, technology, education, and the arts. During this 7-week fun-filled summer day camp, children will go on trips throughout the five boroughs, participate in structured team sports, physical fitness, field days, a variety of recreational programs, and make lasting friendships.

### MAJOR RESPONSIBILITIES

- Organize and implement group or team games, tournaments, multi-game events and other formal competitive activities.
- Document and report accurate records of attendance, incidents and injuries.
- Work closely with Camp Director and supporting staff to remain organized, follow daily schedules, report to trips and activities on time and ensure that parents are well informed.
- Maintain the health and safety of children under your supervision.
- Ensure proper health and safety standards of areas utilized by campers.
- Inspect play areas and report evidence of unsafe or hazardous conditions to Camp Director and remove children from such areas. Cordon off or remove hazardous equipment before allowing children to resume activities.
- Uphold discipline and prevent disturbances within the recreational area.

### QUALIFICATION REQUIREMENTS

While there are no formal education or experience requirements, certain programs may require such standards. Good physical condition is required for certain programs.

### PREFERRED SKILLS/QUALIFICATIONS

1. Excellent communication and organizational skills.
2. Experience in coaching or teaching sports or fitness.
3. CPR/First Aid certification.

Residency in New York City, Nassau, Orange, Rockland, Suffolk, Putnam, or Westchester counties required for employees with over two years of city service. New York City residency required within 90 days of hire for all other candidates.

**Fees:** Hired candidates who are not currently employed by the City will be subject to an \$88.25 background check fee.

**HOW TO APPLY:** Please e-mail resume & cover letter to: [SummerCampJobs@parks.nyc.gov](mailto:SummerCampJobs@parks.nyc.gov). Please include your borough of preference in the subject line. Note: Parks applicants – include your ERN on all correspondence.

**If you have any questions about the position or need a reasonable accommodation, contact** [SummerCampJobs@parks.nyc.gov](mailto:SummerCampJobs@parks.nyc.gov).

**POST DATE: 12/13/2023**

**POST UNTIL: FILLED**

MOVEMENT IN THE FACE OF CIVIL SERVICE LISTS IS PROHIBITED UNDER CIVIL SERVICE LAW.

THE CITY OF NEW YORK IS AN INCLUSIVE EQUAL OPPORTUNITY EMPLOYER COMMITTED TO RECRUITING AND RETAINING A DIVERSE WORKFORCE AND PROVIDING A WORK ENVIRONMENT THAT IS FREE FROM DISCRIMINATION AND HARASSMENT BASED UPON ANY LEGALLY PROTECTED STATUS OR PROTECTED CHARACTERISTIC, INCLUDING BUT NOT LIMITED TO AN INDIVIDUAL'S SEX, RACE, COLOR, ETHNICITY, NATIONAL ORIGIN, AGE, RELIGION, DISABILITY, SEXUAL ORIENTATION, VETERAN STATUS, GENDER IDENTITY, OR PREGNANCY.

TELECOMMUNICATIONS DEVICE FOR THE DEAF: (212) 504-4115