

Summer Camp Staff

Job Description



Summer 2026 Positions: Lead Counselor & Counselor

Location: [Buhl Park](#), Hermitage PA

Application Deadline: Open, until positions are filled

Position Overview:

In partnership with the City of Hermitage, Buhl Park provides a six-week, outdoor day camp program for children entering grades 1 to 6. Lead Counselors and Counselors conduct a variety of activities, games, hikes, crafts, etc. to create fun experiences for campers that motivate them to make friends and be active outdoors. Individuals must be engaging, patient, creative, and enjoy working with children in an outdoor setting.

Dates: The program consists of two separate camps:

- *Buhl Park & City of Hermitage Summer Camp: Runs from June 8 through July 17, offering traditional summer camp activities.*
- *Camp Courage: A collaboration between Buhl Park and the Buhl Regional Health Foundation, this camp runs from July 20 through July 31. The first week is dedicated to training and preparation, while campers attend during the second week. This program is designed to support children dealing with the loss of a loved one and will utilize a select group of counselors. Regular camp activities will be provided, and additional therapeutic staff will address campers' unique needs during this time.* ([More Info Here](#))

Mandatory paid training will be held from June 2 through 4. Some flexibility on employment dates may be given to accommodate the availability of selected candidates.

Performance Responsibilities:

Lead Counselor: responsible for one grade of campers, located in one shelter

- Serve as a main point of contact with parents and Director(s).
- Manage several Counselors in assigned shelter group and provide support as needed.

Counselor: assigned to a small group of children

- Supervise campers including maintaining a safe and positive learning environment.

Both positions are required to:

- Implement an age-appropriate day camp program for children ages 6 - 12, including preparing materials, leading activities, addressing behaviors, etc.
- Maintain supplies needed for day camp programs.
- Maintain cleanliness of shelters and equipment used by campers.
- Ability to work well with volunteers, staff, interns, and guests presenting programs.
- Monitor children at all times to stay aware of their needs and to maintain all aspects of their safety (physical, mental, social, and emotional).
- Know and review all emergency and illness policies and procedures.
- Remain calm and objective when under pressure or when challenged by others.

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Qualifications:

- Minimum age of 18
- College student or recent graduate, preferably in education, healthcare, recreation, or related field.
- Experience working with children ages 6 -12 in a formal classroom setting or informal setting including day camps, youth programs, sports, etc.
- Background or strong interest in sports, crafts, outdoor recreation, elementary education, etc.
- Ability to obtain state and federal background checks and First Aid/CPR training.
- Ability to handle outdoor and physical activities, stand and walk for long periods, and lift over 20 pounds.

Terms of Employment: This is a seasonal, part-time position. The pay range is \$10 - \$15 per hour, depending on education and position.

The work schedule for this position is Monday – Friday, 8:30 AM – 3:30 PM. Occasional weather-related cancellations may occur, or staff may occasionally be sent home if the grade is grossly overstaffed.

Time off: Staff may take up to five days off unpaid during the camp season. Time-off requests must be declared at the time of hiring for scheduling purposes. Additional unpaid time off may be considered on a case-by-case basis for emergencies.

Reports to:

Director of Environmental Education (Buhl Park) Katie Nowland (katie@buhlpark.org) and
Director of Recreation (City of Hermitage) Jessica Gotch (jgotch@hermitage.net)

Application Process:

Complete the online application (www.buhlpark.org/event/summer-camp/) and submit your resume.

These positions include direct supervision of children and require clearances and background checks.

- Pennsylvania Child Abuse History Clearance ([More Info Here](#)).
- Pennsylvania State Police Criminal History Clearance ([More Info Here](#)).
- Federal Bureau of Investigations (FBI) Criminal History Clearance ([More Info Here](#)).

Instructions for obtaining clearances as an employee can be found at:

<https://www.pa.gov/agencies/dhs/resources/keep-kids-safe/child-abuse-clearances.html>

Selected candidate(s) will be required to complete the following training as part of their employment:

- Mandated Child Abuse Reporter Training ([self-led](#))
- Child and Adult First Aid and CPR (valid for 2 years, offered during orientation)

