



SUMMER ART CAMP ASSISTANT: Description of Duties

Mission: Rooted in its unique history, The Dairy Barn Arts Center enriches lives and cultivates community through equitable access to the arts.

Position Type: Volunteer

Reports To: Education Director

Compensation: Non-compensatory
(Volunteers who work 1 FULL WEEK of camp (or equivalent partial weeks) receive a Dairy Barn Individual Annual Membership and all associated benefits.)

Diversity Statement:

Diversity is a core value at The Dairy Barn Arts Center. We are passionate about building and sustaining an inclusive and equitable working and learning environment for all visitors, students, and staff. Every member of our team enriches our diversity by exposing us to a broad range of ways to understand and engage with the world, identify challenges, and discover, design, and deliver solutions.

Description of Duties:

Summer Art Camp Assistants are integral to the Summer Art Camp Program's function and fun. Assistants provide in-class support to Camp Instructors and help supervise and engage with campers throughout the day while gaining valuable experience in education, childcare, and arts programming. Scheduling is flexible with availability to work the full camp day (8:30 am - 4:15 pm) or half days: AM (starts at 8:30 am) or PM (concludes at 4:15 pm or 5:15 pm).

For more about our program, visit: <https://dairybarn.org/summer-art-camp>

Camp ON Schedule is Monday-Friday* Accounts for up to 240 work hours 8:30 AM - 4:30 PM	Camp OFF Prep and Planning Flex Schedule Accounts for up to 90 work hours (Roughly 18 hrs/week) DBAC closed Mondays
Staff Training: Wednesday 27th, 9-5 pm Week 1: June 1 - June 5 Week 2: June 15 - June 19 Week 3: June 22 - June 26 Week 4: July 6 - July 10 Week 5: July 20 - July 24 Week 6: August 3 - August 7	May 26 - May 29 Prep Week June 9 - June 12 Tuesday - Friday June 30 - July 3 Tuesday - Friday July 13 - 17 Teen Week July 28 - July 31 Tuesday - Friday Monday, August 10: Pack Up SAC!



Primary Responsibilities:

Assist with the instruction, supervision, and care of campers during classroom activities under the direction of the Camp Instructors and Group Leaders.

- Help lead campers in supervised activities during drop-off time and Aftercare.
- Provide supervision and care for campers during transitions between activities, bathroom breaks, and during lunch and recess.
- Address campers' physical, emotional, and social well-being needs as they arise.
- Champion the Camp Agreements (rules and guidelines) and set a positive example for campers to follow.
- Work effectively with the Education Director, Camp Coordinator, and other Summer Art Camp staff.
- Adhere to and promote established Summer Art Camp Health and Safety Procedures at all times.

- Transferable Skills Summer Art Camp Assistants can expect to gain...
 - Leadership and teamwork
 - Active listening and problem-solving
 - Adaptability and creativity
 - Program/activity development
 - In-classroom participation with experienced art educators
 - One-on-one experience working with children ages 5-13
 - Safety and risk-management training
 - Peer support and conflict resolution
 - Experience aligned with potential future employment opportunities at Summer Art Camp

Qualifications:

- **EXPERIENCE/SKILL REQUIREMENTS**
 - Must be at least 14 years of age
 - Interest and aptitude for working with children
 - Ability to create a fun, safe, and welcoming environment for children ages 5-13
 - Reliable transportation and timeliness
 - For candidates aged 18 or older, the position will be contingent upon a completed criminal background check, barring any prohibitive offenses, updated every five years, and received by The Dairy Barn prior to the candidate's first assigned duties with children.
- **ADDITIONAL SKILLS STRONGLY PREFERRED**
 - Prior experience supervising or teaching children is beneficial, but not required.
 - Excellent time management and organizational skills to help the camp run smoothly and on schedule
 - Creativity and imagination for leading campers in activities outside of class