



Skagway Child Care Council
DBA Saak Adventure Camp
PO Box 419, Skagway, Alaska 99840
SkagwayChildCareCouncil@gmail.com

Counselor Job Description

JOB DESCRIPTION:

- Assist in leading a summer camp program
- Knows, enforces, and follows all safety guidelines associated with the camp program, including knowing the whereabouts of your campers at all times.
- Manage behavior of children using developmentally appropriate practices
- Encourage healthy habits for children in your care, i.e. handwashing, hydration, safety, etc.
- Assist in conducting emergency procedures drills.
- Assists in maintaining accurate program records, including incident reports, logbook documentation, and daily attendance.
- Professionally communicate with parents and staff
- Perform cleaning duties to consistently maintain clean, safe facility
- Reports to Lead Counselor
- Other duties as needed

JOB QUALIFICATIONS:

- Preferred but not required qualifications:
 - Two years experience in camp, youth programs, recreation, working with children, or in a related field
 - Childhood Developmental Associates, Child Care Associate, Montessori Certificate, or 9+ college credit hours in early childhood development.
- Creative, energetic and positive attitude
- Must be at least 18 years of age
- CPR/First Aid Certification
- Valid State of Alaska background check
- Physical ability to care for children, lift 50 lbs.

WORK SCHEDULE:

- Seasonal position, 40+ hours/week
- Planning and set up 2 weeks before and after camp
- Camp dates May 25, 2025-June 26, 2025 & July 6, 2025-August 7, 2025
- Available 9 am-4pm
- Must adapt to facility demands and daily needs

Compensation

- **14-week salary:** \$11,000 – \$11,880 (*equivalent to \$25–\$27/hour, depending on experience*)
- Potential for an **end-of-season performance bonus**

How to Apply - Please email skagwaychildcarecouncil@gmail.com with:

- A cover letter and resume
- Three professional references
- A brief response to the question: *Why would you love working outdoors with kids in Skagway?*

