



# GLEN ECHO PARK

Glen Echo Park Partnership for Arts and Culture

## Visual Arts Summer Camp Assistant Counselor

Bethesda-based arts organization seeks Part Time Summer Camp Counselors. We are looking for an enthusiastic assistant counselor to support visual arts camp programs. The ideal candidate will have experience working with children in visual arts classes or camps for ages 12 – 14.

The Glen Echo Park Partnership for Arts and Culture is a nonprofit organization formed to manage and operate the programs and facilities at Glen Echo Park, an arts and cultural center located within a National Park site in Montgomery County. Glen Echo Park is a community of artists, educators, dancers, and performers who share their knowledge and expertise with participants and audiences of all ages and skill levels. The Partnership is dedicated to encouraging public participation in all that the Park has to offer.

Reports to the Education Program Manager. Office location: Arcade Building, 7300 MacArthur Blvd. Glen Echo, MD.

Key Responsibilities: Provide program support for visual arts Summer Camp programs.

**Summer Camp Assistant Counselor:** Serve as an Assistant Counselor for the Young Artists Camp from July 8 through August 9. Specific dates and hours listed below:

### **Young Artists Camp Dates:**

- Visual Arts, Silversmithing: July 8 – 12, Monday through Friday, 9am to 3pm (Ages 12 – 14)
- Visual Arts, Pottery: July 29 – Aug 2, Monday through Friday, 9am to 3pm (Ages 12 – 14)
- Visual Arts, Glassblowing: August 5 – 9, Monday through Friday, 9am to 3pm (Ages 12 – 14)

### Assistant Counselor Responsibilities:

- Support the Lead Counselor in implementing the daily structure and curriculum, including visits to resident artist studios and programs
- Assist with instruction for visual arts and crafts curriculum led by the Lead Counselor and supervise students as needed.
- Provide materials preparation, daily set up and clean up of classroom.
- Assist with maintaining the student class roster and records.
- Provide direction to volunteers as needed.

### General Expectations:

- Be on-time and consistent in reporting to work during hours listed below
- Behave professionally and courteously at all times
- Act as an excellent representative of the Partnership

### Hours:

- Part time position approximately 35 hours per week, Monday through Friday, 8:30am to 3:30pm. (See schedule above for specific dates)
- Counselors will be required to attend a pre-camp orientation/training session and will be involved in program planning in advance of the camp.
- Counselors must be certified in First Aid and CPR for children or must attend a Partnership sponsored class to receive this training, timing to be determined.

Salary: Compensation is at a per hour rate and is commensurate with experience.

Physical and other requirements: Must be able to provide own transportation, including during hours when public transportation is not operating; lift and move up to 25 pounds and walk throughout the Park for program support.

Candidate Requirements:

- Candidates must be at least 18 years old and able to verbally speak fluent English to engage students
- Experience working with children in visual arts in a camp or class setting
- Ability to work independently; excellent organizational and communication skills
- Ability to supervise up to 10 children at one time
- Upon hire, counselors will be fingerprinted and undergo a background check
- Current First Aid and CPR certification required and provided by the Partnership

To Apply: With “Summer Camp Assistant Counselor” in the subject line, please send resume and cover letter to: [gepjobs@glenechopark.org](mailto:gepjobs@glenechopark.org). By mail, send to GEPPAC, 7300 MacArthur Blvd., Glen Echo, MD 20812.

*The Glen Echo Park Partnership for Arts and Culture is an equal opportunity employer.*