

SENIOR COUNSELOR - HAWKEN DAY CAMP (SUMMER ONLY)

Lyndhurst Campus / Gates Mills Campus

Hawken School is committed to doing school differently and better. We seek to create an inclusive and accepting community where adults are empowered to design educational experiences for students that are deep and learner-centered. Hawken School seeks culturally competent teachers, administrators, and staff members who are committed to equity and social justice, who are comfortable taking risks, and who embrace a growth mindset. We are constantly looking for new ways to inspire student curiosity and agency while remaining dedicated to nurturing compassion and kindness in our students.

THE POSITION:

Hawken School is seeking energetic and dedicated Senior Counselors for its Summer Day Camp program at the Lyndhurst and Gates Mills campuses. Our highly successful day camp offers a wide range of fun, educational activities for campers aged 4–13 (grades PK–8). Senior Counselors play an essential role in ensuring that campers receive top-quality instruction and support, while fostering an atmosphere of safety, respect, and fun.

As a Senior Summer Camp Counselor, you will be responsible for providing a safe and supportive environment for campers while delivering age-appropriate instructional activities. You will work closely with campers to ensure their needs are met, facilitate structured programs, and serve as a role model. The ideal candidate will be experienced in supervising younger staff and campers, and will take the lead in providing guidance, leadership, and support.

This is a full-time, seasonal position operating Monday through Friday from 8:30 AM to 4:30 PM during the six-week camp season (June 16 – July 25). A mandatory, paid orientation will be held on June 14 from 8:30 AM to 4:30 PM.

THE ESSENTIAL DUTIES/RESPONSIBILITIES:

- **Ensure Camp Safety:** Maintain a safe and secure environment for all campers, ensuring their physical and emotional well-being.
- **Supervision:** Oversee the day-to-day activities of campers, ensuring proper behavior and adherence to camp rules.
- **Instructional Support:** Lead and assist in organizing instructional activities such as sports, arts & crafts, team-building exercises, outdoor adventure, and more.
- **Mentorship:** Serve as a mentor to junior staff and provide guidance and support in their development.
- **Camp Activities:** Plan, lead, and facilitate engaging activities (including field trips and daily schedules) that are safe, fun, and educational.

- **Communication:** Maintain open and professional communication with campers, parents, and camp leadership.
- **Team Collaboration:** Work effectively with other counselors and camp staff to create a positive and cooperative team dynamic.
- **Emergency Response:** Respond to any emergencies or incidents promptly, with the proper training and procedures.

QUALIFICATIONS:

The ideal candidate will be:

- **Experience:** Minimum of 2-3 years working with children in a camp, educational, or recreational setting. Previous experience as a counselor or in a leadership role is preferred.
- **Certification:** CPR/First Aid Certification (or willingness to obtain before camp starts).
- **Skills:** Strong leadership, communication, and conflict resolution skills. Ability to work independently and as part of a team.
- **Passion:** A genuine passion for working with children, mentoring peers, and creating a positive, inclusive camp culture.
- **Physical Requirements:** Ability to participate in outdoor activities, lift up to 50 pounds, and spend extended periods outdoors.
- **Non-Negotiable:** A strong communicator with a good sense of humor and a commitment to bringing fresh ideas to enhance the camp experience. Flexible, energetic, and knowledgeable about sports and recreational activities.
- A degree in Education or a related field is preferred but not required.

HAWKEN CANDIDATE COMPETENCIES:

Mission, Culture, and Philosophy Alignment: Successful candidates show they can thrive at Hawken and are highly motivated by the school's mission.

Fair Play: Diversity, Equity, Inclusion & Justice: Successful candidates indicate a commitment to and have experience with serving students and communities equitably.

Relationship Building and Cultivation: Successful candidates show they can build relationships throughout the Hawken community.

Content Knowledge: Successful candidates demonstrate depth in content area knowledge as well as an ability to inspire students to a high level of excellence and challenge and take a student-centered approach to all aspects of their work.

Humility and Growth Mindset: Successful candidates are eager to learn new approaches and methods and be able to team effectively with others.

Approach to Work: Successful candidates show initiative and agency with a commitment toward feedback and flexible problem-solving.

THE SCHOOL: Founded on the ideal that "the better self shall prevail and each generation introduces its successor to a higher plane of life," Hawken School is a coeducational independent day school with 1,600



students in toddler through grade 12. Our four campuses are located within 25 minutes of downtown Cleveland, and an urban extension center in the city's museum district provides a demanding and integrated course of study in a diverse and dynamic environment.

For more information about Hawken School and its Summer Camp program, please visit www.summer.hawken.edu.

HOW TO APPLY: Please send a resume, references, and a cover letter to Jennifer Bates at Campemployment@hawken.edu.

Hawken School is an equal-opportunity employer dedicated to promoting all forms of diversity in the workplace and in our student body. We strongly urge all qualified individuals to apply.