



Summer Programs 2010 Team Leader Job Description

Rosie's Girls® is a three-week trades exploration day camp for middle school girls that includes strong arts, self-expression, and team-building components. The staff operates in a collaborative team environment to support and supervise 24 girls individually and collectively in various trades and arts instruction.

In addition to the responsibilities of the Camp Leader position, the Team Leader is also responsible for setting an example for other staff and reporting directly to the Girls Program Coordinator of Vermont Works for Women. In conjunction with the Girls Program Coordinator, the Team Leader is responsible for setting the overall tone of the camp, being the direct liaison with parents regarding participant behavior, supporting program staff, and running/scheduling meetings and program activities. The Team Leader is also the direct contact and leader of the Counselor-In-Training program.

Duties Include:

- Reporting to the Girls Program Coordinator
- Forming positive connections with participants and staff
- Leading group activities
- Facilitating and scheduling day-to-day activities, including games, team-building activities, opening and closing activities
- Acting as a leader and mentor to staff and program participants
- Ensuring all safety rules are implemented by staff and followed by staff and participants
- Ensuring the physical and emotional safety of all participants
- Leading the Counselor-In-Training program, including leadership and service learning training with CIT participants
- Being creative and flexible, especially in regards to problem solving
- Having fun!

Dates & Times:

Essex Junction: June 21 – July 9, 2010

Barre: July 19 – August 6, 2010

Monday - Friday 8:00 a.m. – 5:15 p.m., as well as a two-day staff training and two staff meetings during camp