



as far as the mind can see

2022 Camp Parker Program Coordinator (8:30 am-3:30 pm, Lower School)

About Francis Parker School:

Francis Parker School is a coeducational independent day school in San Diego, California with 1300 students in grades JK-12. Founded in 1912, the school's mission is "to create and inspire a diverse community of independent thinkers whose academic excellence, global perspective and strength of character prepare them to make a meaningful difference in the world." Francis Parker School has two campuses in close proximity. One in Mission Hills (Lower School JK-5), and a second in Linda Vista (Middle and Upper School 6-8 and 9-12, respectively).

Job Description:

Francis Parker School seeks an enthusiastic and qualified Camp Parker Program Coordinator to provide direct supervision and oversight in its afternoon camp program. This position requires a 9-week commitment (6/27/22 – 8/26/22), in addition to a mandatory 8:30 am-12:30 pm training session on Saturday 6/4/2022 or 6/11/2022. **Must be available for on-boarding no later than 6/1/22.**

Essential Duties/Responsibilities:

- Lead, oversee, and plan Camp Parker course offerings and programs.
- Leader of daily whole camp group gatherings.
- Manage staff/counselors/aides and students at the elementary school level.
- Supervise groups of children, promoting a positive environment that fosters fun, safety, and all Francis Parker School values.
- Uphold, model and enforce Summer Program policies and procedures.
- Maintain high safety and personal presentation standards.
- Follow Parker's policies and procedures, including those related to medical and disciplinary situations, child abuse prevention and assorted emergencies.
- Maintain positive relations with parents and other staff.

Qualifications:

- High school graduate or equivalent; one year of college or more preferred.
- Previous experience working with children, specifically in an outdoor camp environment.
- Ability to lead and participate in all activities; no "sitting on the sidelines; a willingness to be a strong team player
- Ability to communicate effectively and demonstrate leadership qualities
- Current CPR and First Aid Certification required

Salary and Benefits:

This is an **Exempt Seasonal** position (Working hours: Monday – Friday, 8:30 am – 3:30 pm), salary is based on experience. This position is not eligible for benefits.

www.francisparker.org

Linda Vista Campus
Mission Hills Campus

6501 Linda Vista Road
4201 Randolph Street

San Diego, CA 92111
San Diego, CA 92103

858 / 569-7900
619 / 298-9110



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Non-Discrimination:

Francis Parker School values diversity and seeks talented students, faculty, and staff from different backgrounds. All employment decisions are made without regard to unlawful considerations of race, color, sex (including pregnancy, childbirth, breastfeeding and related medical conditions), gender, sexual orientation, gender identity or expression, marital status, religion, national origin, ancestry, age, mental or physical disability, medical condition, genetic information, military or veteran status, or any other basis prohibited by federal, state, or local law.

Application Process:

If interested in the position, please fill out the electronic [Francis Parker School Employment Application HERE](#). You will need to upload the following documents during this process: a cover letter and resume.

If you CANNOT or DO NOT wish to submit your application through the link above, a cover letter, resume, and a completed [employment application](#) should be submitted electronically to:

summerext@francisparker.org

Please find the PDF of our employment application here: [find it here](#)

[Please indicate which position you are applying for in the subject line.](#)

<https://www.francisparker.org/about-us-/employment>

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