

PARK CAMPS

Thrive On!

THE PARK SCHOOL of BALTIMORE

SPECIALS INSTRUCTOR

Position Overview

Park Camps is seeking a qualified, energetic, and compassionate candidate for Specials Instructor for summer 2025. Specials Instructors create fun and dynamic experiences for campers ages 3 1/2 to 10 in Park's Day Camp program. Specials are typically topic and/or theme based, providing campers with immersive projects and experiences to supplement den activities. Specials instructors work with each den (nine total, three per age group) 2-3 times each week (45 minutes per session). Previous offerings have included visual arts, outdoor/nature exploration, sports and games, and music. We seek educators who are excited to design projects and experiences that will inspire campers to have fun and try new activities.

We have an additional opportunity for a Specials Instructor to oversee Park's after-care program, taking on the role of Extended Care Supervisor. The after-care program runs daily from 3:30-5:30 p.m. The supervisor — with support from camp counselors — oversees a variety of age-appropriate activities that campers can choose before being picked up by their parents/guardians. In the online application, applicants will share if they are interested in supervising extended care or if they prefer to only apply to be a Specials Instructor.

Certifications and Qualifications

- Two or more years of college completed with a college degree preferred.
- Two or more years of experience in a school or camp setting.

Responsibilities (Specials Instructor)

- Design engaging projects and experiences for each age group (Cubs, 3.5-5.5; Bears, 6-7; Bruins, 8-10).
- Create a fun and supportive environment that inspires campers to try new activities.
- Lead specials sessions with campers (4-5 total sessions each day, 45 minutes per session).
- Differentiate instruction to meet the needs of a wide range of campers.
- Provide direction to camp den leaders and counselors about how to support projects and activities.
- Order and organize all supplies, staying within the provided budget (Park Camps will pay for all material costs and the budget for each special will be discussed in advance).
- Organize and clean-up all classroom materials for all projects and experiences.
- Communicate with the Camp Director and den leaders about camper progress and/or behavioral challenges.

Responsibilities (Extended Care Supervisor)

- Create a safe and welcoming environment for campers who stay after camp ends.
- Keep accurate attendance records; track drop-ins and late pick-ups.
- Connect with parents/guardians at pick-up, serving as a friendly face for the camp program.

- Provide clear direction to extended care camp staff about their responsibilities.
- Ensure that the extended care program follows all camp health, safety, and emergency protocols.
- Ensure all spaces are clean and restored to their appropriate configuration after the last camper leaves.
- Communicate with the Camp Director about any challenges or issues that emerge during extended care.

Essential Qualities

- Passion for working with children: finds joy in seeing campers grow, learn, and create memorable experiences.
- Enthusiasm and energy: brings excitement and positivity to camp activities, motivating campers to participate.
- Patience and understanding: handles camper behavior with calmness and composure, even in challenging situations; offers support and encouragement to help campers feel valued and included.
- Creativity and flexibility: designs innovative and exciting activities that cater to various age groups and interests; adjusts plans seamlessly to accommodate weather, camper energy levels, or unexpected challenges.
- Strong organizational skills: plans and executes engaging activities and lessons in a structured way.
- Safety-minded: prioritizes the physical and emotional safety of campers by maintaining a secure environment.
- Team player: works collaboratively with counselors, assistants, and other camp staff.
- Adherence to Park School's philosophy, standards, and goals.

Schedule and Hours

Park Camps runs Monday-Friday from June 23-August 1 (no camp on July 4). Specials Instructors are required to work a minimum of two of the six weeks. Applicants can run the same special for multiple weeks and/or different specials during different weeks (interest communicated in supplemental online application). Daily hours are either 8 a.m.-3:30 p.m. (not supervising extended care) or 10 a.m.-5:30 p.m. (supervising extended care). All specials instructors are required to attend staff training on June 18 and June 20 (approximately 8 hours each day).

Pay and Benefits

\$30/hour. This position does not offer benefits, except those required by law.

Application Process

There are two parts to the application process:

- Complete The Park School's [employment application](#) and email it to the Director of Park Camps (Nicole Scott: nscott@parkschool.net).
- Complete the [supplemental online application](#).