



SUMMER PROGRAM LEAD FACILITATOR

Position Title: Summer Program Lead Facilitator

Employee Classification: Seasonal Full Time, Hourly

Salary Range: \$20.00-\$25.00/hour

Work Schedule: 20-40 Hours/week

Reports To: Program Director

MOUNTAIN TOP EXPLORIUM OVERVIEW

Mountain Top Explorium is a community resource that nurtures connection between children and their world through exploration, creativity, and relationships. We accomplish this through our children's museum and programs such as our summer day camp, after school program, school break, and Kids Night Out programs.

JOB SUMMARY

The Summer Program Lead Facilitator is responsible for maintaining a high quality of programs through the facilitation of summer day camp programs. Summer Program Leads will be provided with a curriculum and schedule of activities for each program day and are responsible for leading small groups of campers through various outdoor and STEM based activities with the assistance of a Program Facilitator. It's the responsibility to facilitate that curriculum in accordance with the curriculum goals although there is plenty of opportunity to deviate from the provided curriculum to best meet the needs of each group. **Spanish speaking ability is not required but strongly preferred.**

FUNCTIONAL RESPONSIBILITIES

- Responsible for the implementation of planned activities and curriculum for School-Aged programs;
- Responsible for the supervision, well-being and care of children and youth attending MTE programs, according to MTE risk management procedures and Colorado State licensing standards;
- Maintain positive communication with program parents/guardians;
- Support the daily maintenance and cleaning of program supplies and equipment.
- Transport students to and from activities within a 15-passenger van;
- Other duties as assigned.

REQUIRED EDUCATION, EXPERIENCE, AND FORMAL TRAINING

- Ability to pass a comprehensive criminal and driving history background check.
- Meet all requirements to be able to drive a 15-passenger van which includes being 21 years of age, clean driving record and be able to pass a the Mountain Top Explorium vehicle driver training;
- A minimum of 455 hours of direct childcare experience with letter of proof;



- Hold a current or ability to obtain 1st Aid & CPR certification.

PREFERRED EXPERIENCE, LICENSE OR CERTIFICATIONS

- Experience leading outdoor education programs in a mountain environment;
- Spanish fluency (verbal and written);
- Wilderness First Aid or Wilderness First Responder certification

SALARY

This position is paid hourly within a range of \$20-25 per hour, based on various factors including but not limited to experience, education, training, and performance.

APPLICATION PROCEDURES

All applicants can apply on the Mountain Top Explorium website <https://www.mountaintopbreck.org/employment>.

ACKNOWLEDGEMENT

This position description is not intended to be an exclusive list of all of the requirements, duties, tasks, roles or responsibilities associated with the position. Nothing in this position description restricts MTCM's ability to assign, reassign or eliminate duties and responsibilities of this job at any time. The MTCM is an "at will" employer, and MTCM employees may be separated from MTCM employment at any time and at the discretion of management.

EQUAL EMPLOYMENT OPPORTUNITY POLICY

Mountain Top Explorium is dedicated to the principles of equal employment opportunity. We prohibit unlawful discrimination against applicants or employees on the basis of age 40 and over, race, sex, color, creed, religion, national origin, disability, sexual orientation, ancestry, citizenship, veteran status, genetic information, pregnancy, or any other applicable status protected by state or local law. Mountain Top Explorium will consider providing reasonable workplace accommodations if needed.