



## SUMMER PROGRAM FACILITATOR

**Position Title:** Summer Program Facilitator

**Employee Classification:** Seasonal Full Time, Hourly

**Salary Range:** \$19.00-\$23.00/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 Facilitator is responsible for supporting the Summer Camp Lead Facilitator by maintaining a high quality of programs through the facilitation of summer day camp programs. Summer Program Facilitators will work with a Program Lead Facilitator to facilitate and supervise daily activities. Summer Program Facilitators will assist with group assessment and adaptation of curriculum to meet the needs of each group. **Spanish speaking ability is not required but strongly preferred.**

### FUNCTIONAL RESPONSIBILITIES

- Responsible for assisting in 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;
- Other duties as assigned.

### REQUIRED EDUCATION, EXPERIENCE, AND FORMAL TRAINING

- Ability to pass a comprehensive criminal and background check.
- A minimum of 250 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 \$19-23 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.