



to educate, entertain
& enrich the lives
of young audiences

JOB TITLE: Camp Assistant (Age 15+)

REPORTS TO: Education Director

PAY: \$15/hr, full- or part-time, non-exempt

Overview

Northwest Children's Theater and School (NWCT) seeks dynamic Camp Assistants from diverse backgrounds to support in-person summer camps. Applicants should have introductory experience working with youth as a babysitter or in youth groups, camps, classrooms, theater schools, or after school settings.

Duties and Responsibilities

- Supervise campers during Before Care or After Care programs, creating a welcoming and safe environment for free play.
- Provide support to Lead and Assistant Teachers in camp activities, classroom management, and clerical duties.
- Participate in Rally contests and challenges to foster camp spirit.
- Serve as Stage Manager for Playlabs, if assigned.
- Lead physical, vocal, and creative warm-ups during assigned camp.
- Supervise campers during snack, lunch, and recess.
- Ensure the cleanliness of classrooms, snack areas, and general facilities.

Desirable Personal Values

- Passion for youth arts education.
- Commitment to diversity, equity, inclusion, and anti-racism.
- Flexible, fun, responsible, patient, creative, self-motivated.
- Interested in developing leadership qualities through direct work and supervisor feedback.

Physical Requirements and Expectations

- Able to lift 30 pounds. (Reasonable accommodations will be made for persons with disabilities).
- Access to reliable transportation is a plus.

1819 NW Everett Street Portland, OR 97209

503-222-2190 • nwcts.org



to educate, entertain
& enrich the lives
of young audiences

Camp Assistant Salary and Schedule

- \$15/hr, full- or part-time, non-exempt
- NWCT Summer Camps run June 13 – August 19. Camp Assistants must commit to at least 3 consecutive weeks of work.
- Camp Assistants may work full days (age 16+ only) or half days, Monday – Friday.
Example schedules:
 - 7:45am – 1:00pm
 - 11:45am – 5:15pm
 - 7:45am – 5:15pm
 - All shifts will include break times.
- Camps are in person and are held in NW, SW, SE, and North Portland as well as Beaverton.

Learn more about NWCT's Summer Camps at <https://nwcts.org/summer-2022/>.

Applications are accepted through April 30, 2022. Submit a letter of interest and/or resume to summerjobs@nwcts.org outlining your experience with youth.

Please put the job title “Camp Assistant” in the subject line. Submit attachments in PDF format only.

NWCT is an equal opportunity employer. BIPOC and LGBTQIA+ people are encouraged to apply.

1819 NW Everett Street Portland, OR 97209

503-222-2190 • nwcts.org