

# NEWTON PARKS, RECREATION & CULTURE DEPARTMENT

246 Dudley Rd, Newton, MA 02459

Office: (617) 796-1500

TDD/TTY: (617) 796-1089



Dear Prospective Camp Staff,

Thank you for your interest in working at one of the Newton Parks and Recreation summer camps. We take pride in offering a variety of fun, creative and educational programs during the summer and hope you'll be able to share your interests and enthusiasm with us.

A few things to note for 2026:

1. Submit your application early. We hold interviews in February and March but will consider applications and interviews closer to the summer if we are still looking for staff.
2. Staff must be at least 15 at the start of camp in order to work. In addition, all camp staff need to be at least 3 years older than the campers they supervise. Please keep that in mind when selecting which camps you may be interested in working at. If a camp has campers that are going into 8<sup>th</sup> grade (13 years old), you would need to be at least 16 years old in order to work at that camp.
3. Most of our camps offer flexible time commitments to better fit staff schedules. 1, 2, 3 week and longer time commitments are options at various camps. Feel free to select any camp that we are running that best fits your interest/schedule. Be sure to only select options that you are fully available for – if you know you will need specific days off, don't select that week/session. You can pick and choose weeks/sessions in different programs to fit your schedule and managers will determine what to offer based on program needs. Please list any days you may need to miss on your application. Please note – while we do have flexible offerings, we only have a certain number of openings for those flexible offerings. The more availability you have, the better your chances of being hired.

Register online for an interview time at [www.newtonmarec.com](http://www.newtonmarec.com) Check out all of our camp programs online at [www.newtonma.gov/camps](http://www.newtonma.gov/camps)

If you have any questions about our summer camps, please feel free to contact the manager in charge of the program you are interested in.

**Channon Ames** (617) 796-1529 or at [comes@newtonma.gov](mailto:comes@newtonma.gov)

Albemarle Acres, Camp Extreme, Badminton Camp, FC Academy Extended Day

**Mark Kelly** (617) 796-1527 or at [mkelly@newtonma.gov](mailto:mkelly@newtonma.gov)

**Miranda Morse** (617) 796-1538 or at [mmorse@newtonma.gov](mailto:mmorse@newtonma.gov)

Camp Echo Bridge – please note that Camp Echo Bridge requires a separate application

**Stephanie Lapham** (617) 796-1528 or at [slapham@newtonma.gov](mailto:slapham@newtonma.gov)

Kids Korner, Summer Vacation Camp

**Ricky Paglia** (617) 796-1523 or at [rickp@newtonma.gov](mailto:rickp@newtonma.gov)

Tville Trails

**Holly Peterson** (617) 631-5287 or [hpeterson@newtonma.gov](mailto:hpeterson@newtonma.gov)

Outdoor Adventure, Specialty Camps at Nahanton Park, Golf Camp

# **Newton Parks and Recreation**

## **Basic Camp Staff Job Descriptions, Hours and Salaries**

To see the full list of responsibilities for each position please go online to <https://selfservice.ci.newton.ma.us/ess/employmentopportunities/default.aspx> Steps are determined on a case by case basis using experience and past employment history.

### **Junior Counselor & Counselor (Step 1 \$15.00, Step 2 \$15.50)**

**Junior Counselor** (must be at least 15) and **Counselor** (must be at least 16) help to plan and run activities for the group, interact with and supervise the campers during all activities, help with behavior management, are continually aware of camper needs, assist Sr. Counselor with running the group, and help teach CIT's.

### **Senior Counselor (Step 1 \$17.00, Step 2 \$17.50)**

Senior Counselor has experience as a Counselor and is in charge of running a specific group, plans and runs activities with the assistance of Counselors, ensures group follows daily schedule, aware of all camper needs (allergies, medications, etc), interact with and supervise campers during all activities, responsible for behavior management of the group, supervises counselors and CIT's, daily interaction with parents, brings problems or concerns to Unit Leader or Director.

### **Unit Leader (Step 1 \$17.50, Step 2 \$18.00)**

Unit Leader (high school diploma preferred) is in charge of several camp groups or "Units", help deal with camper behavior issues, address staff issues, help train and evaluate staff and CIT's when needed, assist with groups or activities (including field trips, special events, swimming, snack and lunch, etc) where needed, and ensure all camp policies are being followed within their unit.

### **Specialist (Step 1 \$18.00, Step 2 \$18.72)**

Specialist (high school diploma preferred) plan and prepare activities in advance and are responsible for running and giving instruction for all activities for their specialty area, order supplies from a specified vendor staying within budget, direct counselors in ways they can assist in the specialty activity, assist with all special events and/or field trips, water play, snack and lunch, or other camp activities when not assigned to running a specific activity. Specialty areas may include: STEM, Music and Drama, Arts and Crafts, Creative Writing, Sports, etc.

### **Inclusion Aide (\$18.00 - \$25.00 depending on experience)**

Inclusion Aide (high school diploma preferred) assists with campers that may need additional assistance to participate in activities including modifying activities, helping to navigate social skills, working on behavior modification plans, and daily interaction with parents, Unit Leaders and Directors.

### **Assistant Director (Step 1 \$20.00, Step 2 \$20.50, Step 3 \$21.00) & Director (Step 1 \$23.00, Step 2 \$24.00, Step 3 \$25.00)**

**Assistant Director** (high school diploma preferred) and **Director** (must be at least 21) are in charge of running all aspects of camp including: supervise, evaluate and train camp staff and CIT's, run weekly staff meetings, ensure activities are appropriate, deal with camper behavior issues, address staff issues, help manage and run field trips and special events, deal with camp finances and camper paperwork, daily interaction with parents and camp staff, ensure all camp policies are followed, oversee swimming if offered, manage extended day programming and staffing, maintain daily contact with the Recreation Manager. Previous experience in a management and supervisory role at a camp or related experience required.

### **Staff Hours and Time Commitment**

In general, staff hours are from 8:15 am – 3:45 pm each day, or 7.5 hours per day. Some camps may require staff to arrive earlier or stay later for set up/clean up or for staff meetings. Extended day is offered at some of our camps and staff may need to work at extended day during the summer.

The work week runs Monday through Friday and staff need to commit to all 5 days during the week. Some programs offer flexible weekly options, while others may require a shorter commitment. Please refer to the camp selection page for more accurate time commitments for each program.

**NEWTON PARKS AND RECREATION DEPARTMENT  
CAMP STAFF APPLICATION – 2026**

Name: \_\_\_\_\_ D.O.B: \_\_\_\_\_  
Street: \_\_\_\_\_ Phone: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Email: \_\_\_\_\_

**Camp Experience** (please note if experience is as a camper, CIT or staff)

Camp Name	Location	Position	Dates
1. _____			
2. _____			
3. _____			

**References**

Name	Phone Number	How They Know You
1. _____		
2. _____		

**Current Certifications**

\_\_\_\_\_

**Are there any dates that you are NOT available to work this summer?**

\_\_\_\_\_

**Position(s) You Are Interested In Applying For** (please list all you are interested in)

Director   Assistant Director   Specialist   Unit Leader   Sr Counselor   Counselor  
Specialty Area(s)   Sports   STEM   Arts & Crafts   Music/Drama   Language Arts  
Inclusion Aide (for campers that need additional assistance or extra supervision)

\_\_\_\_\_

**Which grade(s) are you interested in working with** (please list all that apply)

PreK   K   1   2   3   4   5   6–8   \_\_\_\_\_

**I am interested in working at the following camp(s) in 2026 (please list 1<sup>st</sup> choice, 2nd etc)**  
**Programs run Monday – Friday unless otherwise noted**

1 <sup>st</sup> choice, 2 <sup>nd</sup> choice, etc	Location	Staff Hours & Program Dates	# of weeks	Camper Grades
	Kids Korner at Burr Park (check specific sessions)	Half and Standard Day 8:15 – 1:00, 8:15 – 3:45 _____ July 6 – July 24 _____ July 27 – August 14	<u>2 sessions</u>  3 weeks 3 weeks	Ages 3.5-5
	T-ville Trails at Bowen Elementary (check specific sessions)	Standard & Extended Day 8:15 – 3:45, 7:45 – 5:45 _____ June 29 – July 24 _____ July 27 – August 14	<u>2 sessions</u>  4 weeks 3 weeks	K-5 & 6-8
	Albemarle Acres at Lincoln Eliot Elementary (check specific sessions)	Standard & Extended Day 8:15 – 3:45, 7:45 – 5:45 _____ July 6 – July 24 _____ July 27 – August 14	<u>2 sessions</u>  3 weeks 3 weeks	1-6
	Camp Echo Bridge	Use Camp Echo Bridge application		
	Vacation Camps At Lower Falls <b>M-TH</b>	7:45 – 3:45 or 8:15 – 5:30 _____ June 29 – July 2	1 week option	1-6
	FC Academy Extended Day at Lower Falls	Extended Day only from 2:45 – 5:45 pm _____ Aug 24 – Aug 28	1 week	1 - 8
	Outdoor Adventure at Nahanton Park <b>runs M-Th with F raindate</b>	Half Day 8:30 – 1:15 _____ June 29 – August 7	6 weeks	K-7
	Specialty Camps at Nahanton Park <b>runs M-Th with F raindate</b>	Half Day 1:00 – 3:45 _____ June 29 – August 7	6 weeks	K-8
	Badminton Camp at Emerson (must have badminton experience)	Half Day 8:15 – 11:45 am _____ Aug 17 – Aug 21 _____ Aug 24 - Aug 28	2 weeks	2-8
	Golf Camp <b>runs M-Th only</b> (must have golf experience) (check specific sessions)	Standard Day 8:45 – 3:15 _____ June 29 – July 2 _____ July 13 – July 22 _____ July 27 – August 6	<u>3 Sessions</u> 2 weeks 2 weeks 3 weeks	Ages 8-14
	Camp Extreme At Lower Falls (check specific sessions)	Standard Day 8:00 – 3:45 _____ July 13 – July 24 _____ July 27 – Aug 7 _____ Aug 10 - Aug 21	<u>3 Sessions</u> 2 weeks 2 weeks 2 weeks	5-8
	CIT Programs at Albemarle Acres T-ville Trails	Standard Day 8:15 – 3:45 June 29/July 6–August 14	6 or 7 weeks	8-11

**Please Answer the Following Questions** (add additional sheets if you need more room)

1. What are some of your interests and hobbies?

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2. What skills do you have that would help you in your work at camp?

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3. What was the hardest decision you ever had to make and how did you make it?

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4. Why do you want to work at a summer day camp?

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Please return this form to:

Channon Ames  
Newton Parks and Recreation \* 246 Dudley Rd \* Newton, MA 02459  
or email to [comes@newtonma.gov](mailto:comes@newtonma.gov)