



The Glen Echo Park Partnership for Arts and Culture is a nonprofit arts & culture organization that manages the programs and facilities at Glen Echo Park, a vibrant arts and cultural center located in Montgomery County adjacent to Bethesda and the Town of Glen Echo. The Park is a community of artists, educators, dancers, and performers who share their knowledge and expertise with participants and audiences of all ages and skill levels. The Glen Echo Park Partnership is dedicated to encouraging public participation in all that the Park has to offer.

The Partnership seeks a Part Time After-Camp Lead Counselor. We are looking for an enthusiastic and experienced counselor to lead a summer camp program. The ideal candidate will have experience supervising and/or working with school-aged children in a camp or class setting.

Job Title	Effective Date
Summer After-Camp Program Lead Counselor (Seasonal)	Mar 12, 2025
Department	Reports to (Position)
Education Department	Programs and Registration Manager

Hours	FLSA Status	Pay Type	Salary Range
Part-time ▾ # 18-23 hrs/wk	Non-Exempt ▾	Hourly ▾	\$20-\$22

Work Schedule and Hours

This is a part-time position for approximately 18 - 23 hours per week.

Summer Camp Session:

- June 16 – 20, 2 to 6pm, Monday through Thursday, 3 to 6pm Friday
- June 23 – 27, 2 to 6pm, Monday through Thursday, 3 to 6pm Friday
- June 30 – July 3, 3 to 6pm, Monday through Thursday
- July 7 – 11, 2 to 6pm, Monday through Thursday, 3 to 6pm Friday
- July 14 – 18, 2 to 6pm, Monday through Thursday, 3 to 6pm Friday
- July 21 – 25, 2 to 6pm, Monday through Thursday, 3 to 6pm Friday
- July 28 – August 1, 2 to 6pm, Monday through Thursday, 3 to 6pm Friday
- August 4 – 8, 3 to 6pm, Monday through Friday
- August 11 – 15, 3 to 6pm, Monday through Friday
- August 18 – 22, 3 to 6pm, Monday through Friday

Benefits

- Eligible for Montgomery County Sick and Safe Leave (1 hour sick leave accrued for every 30 hours worked)

Duties & Responsibilities:

- Develop daily structure and curriculum for the After Camp program, including activities for the broad age range of students, making use of the unique campus of Glen Echo Park.
- Performs other related duties as assigned.

Supervisory Responsibilities

- Serve as the lead counselor/instructor for the program, providing student supervision, lead activities, and daily set up and clean up.
- Supervise assistant counselors and any volunteer support.
- Maintain a class roster of students. Students pre-register for a week at a time.
- Ensure the program is stocked adequately with activity and craft supplies.

Required Skills & Abilities

- Knowledge of childcare practices, childhood education, or the arts
- Ability to work independently with strong communication skills.
- Counselors must be able to communicate verbally with fluent English.
- Ability to supervise up to 15 children at one time.
- Lead counselors must be 18 or older.
- Upon hire, counselors will be fingerprinted and undergo a CJIS childcare background check.
- Current First Aid and CPR certification required and provided by the Partnership.

Education and experience

- Must have a bachelor's degree (education degree preferred).
- Applicants must have experience in childhood education, the arts, or childcare.
- CPR/First Aid training recommended but can be obtained upon employment

Physical and Other Requirements:

- Must be able to provide their own transportation, lift and move up to 25 pounds and walk throughout the Park's multi-facility environment for program support. Some buildings are historic and have stairs.

To Apply

With "After-Camp Lead Counselor" in the subject line, please email resume and cover letter to: jobs@glenechopark.org. By mail, send to GEPPAC, 7300 MacArthur Blvd., Glen Echo, MD 20812.

Employment is contingent on a criminal background check.

Equal Opportunity Employer

The Glen Echo Park Partnership for Arts and Culture is committed to providing equal employment opportunities to all applicants and does not discriminate against any employee or applicant for employment based on race, color, religion, creed, ethnicity, physical or mental disability, sexual orientation, sex, gender identity, family responsibility, pregnancy, genetic status or information, military or veteran status or on any status protected by federal, state or local law. Accordingly, as it relates to employment opportunities and in accordance with the law, The Partnership will provide reasonable accommodations to applicants with disabilities. Applicants requiring a reasonable accommodation for any part of the application and hiring process should email jobs@glenechopark.org. Individual determinations on requests for reasonable accommodation will be made in accordance with all applicable laws.