

## CITY OF MESA JOB DESCRIPTION

### CAMP ASSISTANT VOLUNTEER

#### JOB DESCRIPTION

**Classification Responsibilities:** A Camp Assistant Volunteer is responsible for supporting the Museum's summer camp experiences by helping create a fun, safe, and engaging environment for children. Duties include assisting Museum educators with themed art and STEM activities, preparing and cleaning up materials, and encouraging camper creativity and participation. Volunteers must attend a training session prior to the camp's start and commit to a one-week shift.

**Distinguishing Features:** A Camp Assistant Volunteer will work closely with the education team and gain hands-on experience facilitating interactive learning in a camp setting. This short-term, high-impact opportunity is ideal for individuals interested in education, child development, or museum work. Camp Assistants Volunteers report to Museum educators and may receive direction from other staff or volunteers.

#### QUALIFICATIONS

**Minimum Qualifications Required.** Must be at least 15 years old. Enthusiasm for working with children, creativity, and teamwork is required. Experience with camps, classrooms, or museums is a plus but not necessary.

**Special Requirements.** A background check may be required depending on the applicant's age.

#### ESSENTIAL FUNCTIONS

**Communication:** Must interact professionally with Museum staff, campers, and other volunteers. Volunteers should demonstrate a friendly demeanor and strong communication skills when engaging children and supporting learning experiences.

**Manual/Physical:** Ability to assist with the setup and cleanup of activity areas, handle basic materials, and supervise children in a camp setting. Extended periods of standing and occasional lifting up to 25 pounds may be required.

**Mental:** Must be able to follow instructions, remain flexible in a dynamic environment, and respond to the needs of campers with patience and care.

**Ability to:**

- engage positively with young learners;
- collaborate with Museum staff and peers;
- maintain a clean, safe, and welcoming environment;
- follow schedules and safety protocols; and
- attend required training prior to camp.

AD

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