



Position: Summer Adventure Club Volunteer
Location/s: East High School, Lincoln Elem School or Whitman Middle School
Type: Part-time/Summer
Reports To: Recreation Program Coordinator

Duties and Responsibilities:

The Volunteer position includes but is not limited to the following:

- Wears appropriate attire (includes one-piece swim suit) and volunteer shirt.
- Arrives at least 15 minutes early to the site.
- Assists the Coordinators and Leaders wherever necessary (setting up game areas, handing out snacks, taking children to bathroom, swimming, etc).
- Emphasizes having fun and teamwork.
- Cell phones should be put away at all times.
- Promotes fair play, honesty, courtesy and politeness.
- Responsible for equipment/supplies; teaches proper care and handling to participants.

Knowledge, Skills and Abilities:

- Possess patience, empathy and enthusiasm.
- Must be a good role model.
- Safety conscious.
- Responsible and reliable.
- Portrays a positive and energetic attitude.
- Ability to stand and be outdoors for long periods of time.
- Must enjoy working with children.

Physical Requirements:

- The employee must be able to complete all physical requirements of the job with or without a reasonable accommodation. Physical requirements will include sitting, standing, walking, lifting, carrying, reaching, pushing, pulling.

By signing this job description, I acknowledge that I have read and understand the duties, qualifications and requirements of the position. My signature further attests that I am able to perform the essential functions of this position with or without a reasonable accommodation. I understand that this job description does not represent a contract of employment and that the Wauwatosa School District reserves the right to change duties, responsibilities or activities with or without notice.

Employee Signature

Date Signed