



**WHITE SAND BEACH ASSOCIATION, INC**  
**RECREATION PROGRAM DIRECTOR**  
**JOB DESCRIPTION**  
**Info@whitesandbeachct.com**

Reports to: Chair, White Sand Beach (WSB) Board of Governors (BOG)  
Position Status: Part-time / Seasonal  
Pay Status: \$25/Hour

WSB offers a summer recreation program for association members' children aged 5 and up that runs July 7 – August 15, 2025, Monday – Friday from 9:30 a.m. – 12:00 p.m. Director and Counselor hours are 9:00 a.m. – 12:00 p.m. As Recreation Coordinator you are responsible for the general oversight and running of the Recreation Program as well as supervision of staff. If you enjoy working with children, have a creative spirit and enjoy a beach vibe, please consider this great opportunity to be an integral part of a vibrant community. All supplies provided by WSB Association.

**ESSENTIAL JOB FUNCTIONS**

- Create and deliver a well-rounded summer day recreation program for the children of members of WSB.
- Assign camp counselors to daily activities.
- Communicate with parents and BOG members as needed.
- Responsible for the health and safety of staff and participants during the rec program.
- Provide a positive, fun and engaging atmosphere for program participants.
- Oversee junior counselors for daily clean-up activities.
- Perform other duties and responsibilities as needed to ensure a smooth-running program.

**QUALIFICATIONS**

- Must be 18 or older and hold a valid driver's license with a good driving record.
- Must have experience with youth-aged children or teens in a recreational or educational setting.
- Education and experience equivalent to High School Graduation and a minimum of one year of experience as a recreation leader or the equivalent.
- Current CPR, AED and First Aid certification required or must obtain within 30 days of hire.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES**

- Flexibility, a positive attitude, enthusiasm and excellent problem-solving skills preferred.
- Ability to organize, create and lead a variety of recreational activities.
- Must enjoy outdoor activities and have the ability to work outside.
- Ability to organize group social, recreational and athletic activities.
- Experience, expertise and interest in the camp area of focus preferred.
- Ability to attend a 2-hour training/orientation session prior to July 7.

**WORK ENVIRONMENT AND PHYSICAL EFFORT**

- This is a non-smoking workplace.
- Work is performed both indoors and outdoors within WSB grounds.
- Recreation Program Director must be in good physical condition to work with children and adults up to 3 hours a day, 5 days a week.
- Ability to lift and carry up to 50 pounds.

**[APPLY HERE](#)**