



Eastampton Township

New Jersey

Est. 1880

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Eastampton Recreation Summer Park Program Sports Director Job Description

Read, sign and return to the Recreation Committee Secretary

The Sports Director:

1. Will be responsible for safety of all children in the Summer Park Program.
2. Will plan, organize and direct three hours of sports activity for the 11 to 13 age group each day of the program. Trips and Arts and Crafts may be incorporated as planned with the Director.
3. Will make a six-week calendar of planned activities and submit the calendar to the Recreation Committee Chair no later than June 1st.
4. Will purchase necessary equipment for the Sports Program using the correct purchase order method, with approval from the Program Director.
5. Will direct and supervise sports groups each day of the program.
6. Will see that sport equipment is put away each day and the area is left clean.
7. Will work with and give direction to the assistant counselor to carry out with planned activities, and cleanup.
8. Will report to the Director of the Program.

I have read and agree to the above Job Description.
Sign and give to the Director of Program at orientation.

Signature _____ Date _____

Revised 1/08

