

**DEPARTMENT OF DEVELOPMENTAL SERVICES
SOUTH REGION**

SUMMER JOB OPPORTUNITIES AT CAMP HARKNESS IN WATERFORD

| Position Title | Position Number | Location | Shift/Schedule | Brief Description of Duties |
|---------------------------------------------------------------------|-----------------|---------------|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Developmental Services Worker 1 (Assistant Park Director) | 101662 | Camp Harkness | TBD full-time | Will function as one of three assistant park directors. Under the supervision of the park director, the three assistant directors manage the shift operation of the park and office. This includes availability for on-site emergency support for the camp and park users, including people who use the residential camp, tent sites and beachfront. The position provides shift supervision to camp staff (waterfront and boating directors, booth operators and maintenance staff), as well as numerous volunteer personnel. They also assist in coordinating special events, and help to monitor safety and security of the park and camp. Written daily, shift reports are required. Lifeguard certification required. |
| Developmental Services Worker 1 (Assistant Park Director) | 101663 | Camp Harkness | TBD full-time | Will function as one of three assistant park directors. Under the supervision of the park director, the three assistant directors manage the shift operation of the park and office. This includes availability for on-site emergency support for the camp and park users, including people who use the residential camp, tent sites and beachfront. The position provides shift supervision to camp staff (waterfront and boating directors, booth operators and maintenance staff), as well as numerous volunteer personnel. They also assist in coordinating special events, and help to monitor safety and security of the park and camp. Written daily, shift reports are required. Lifeguard certification required. |
| Developmental Services Worker 1 (Assistant Park Director) | 101664 | Camp Harkness | TBD full-time | Will function as one of three assistant park directors. Under the supervision of the park director, the three assistant directors manage the shift operation of the park and office. This includes availability for on-site emergency support for the camp and park users, including people who use the residential camp, tent sites and beachfront. The position provides shift supervision to camp staff (waterfront and boating directors, booth operators and maintenance staff), as well as numerous volunteer personnel. They also assist in coordinating special events, and help to monitor safety and security of the park and camp. Written daily, shift reports are required. Lifeguard certification required. |
| Developmental Services Worker 1 (Boating Director) | 101665 | Camp Harkness | TBD full-time | Will function as the Director of the summer boating program for campers with disabilities. Supervises lifeguards during boating program and when the waterfront director is off-duty. Trains staff and participants in acceptable procedures in operation of rowboats, paddleboats, etc. Adapts program for participants needs and abilities. Ensures safety of program. Supervises maintenance of boating equipment. Lifeguard and Boating Safety Certifications required and must be over 21. |
| Developmental Services Worker 1 (Waterfront Director) | 101666 | Camp Harkness | TBD full-time | Will function as the Director of the summer waterfront program for campers with disabilities. Supervises lifeguards during boating program and when the boating director is off-duty. Trains staff and participants in acceptable procedures for waterfront activities. Adapts programs for participants needs and abilities. Ensures safety of program. Requires Lifeguard Certification and Waterfront Safety Certification and must be over 21. |
| Developmental Services Worker 1 (Horticultural Activities Director) | 101670 | Camp Harkness | TBD full-time | Will function as the Director of Horticultural Activities and will supervise all gardening programs, gardening volunteers, and also does grounds keeping with and without people with disabilities (campers and DDS work crew). |
| Head Nurse | 101530 | Camp Harkness | TBD full-time | Functions as an on-site assessment and triage nurse that provides health counseling services to clients and the general public. Also, determines need for physician or medical care; performs primary first aid; ensures that controlled drugs are properly stored; makes referrals and follows up on health needs; maintains accurate medical records; writes reports; may administer medication. |
| Lifeguard | 101638 | Camp Harkness | TBD full-time | Oversee safety of Waterfront; supervise swimming and boating; monitor activities in swimming areas to prevent accidents and provide assistance to swimmers; cautions swimmers regarding unsafe areas; maintains order in swimming areas; rescues swimmers in danger of drowning and administers first aid and cardiopulmonary resuscitation as needed; instructs clients in water safety. Requires Lifeguard Certification |

| | | | | |
|---------------|--------|---------------|---------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Lifeguard | 101639 | Camp Harkness | TBD full-time | Oversee safety of Waterfront; supervise swimming and boating; monitor activities in swimming areas to prevent accidents and provide assistance to swimmers; cautions swimmers regarding unsafe areas; maintains order in swimming areas; rescues swimmers in danger of drowning and administers first aid and cardiopulmonary resuscitation as needed; instructs clients in water safety. Requires Lifeguard Certification |
| Lifeguard | 101640 | Camp Harkness | TBD full-time | Oversee safety of Waterfront; supervise swimming and boating; monitor activities in swimming areas to prevent accidents and provide assistance to swimmers; cautions swimmers regarding unsafe areas; maintains order in swimming areas; rescues swimmers in danger of drowning and administers first aid and cardiopulmonary resuscitation as needed; instructs clients in water safety. Requires Lifeguard Certification |
| Lifeguard | 101641 | Camp Harkness | TBD full-time | Oversee safety of Waterfront; supervise swimming and boating; monitor activities in swimming areas to prevent accidents and provide assistance to swimmers; cautions swimmers regarding unsafe areas; maintains order in swimming areas; rescues swimmers in danger of drowning and administers first aid and cardiopulmonary resuscitation as needed; instructs clients in water safety. Requires Lifeguard Certification |
| Lifeguard | 101642 | Camp Harkness | TBD part-time | Oversee safety of Waterfront; supervise swimming and boating; monitor activities in swimming areas to prevent accidents and provide assistance to swimmers; cautions swimmers regarding unsafe areas; maintains order in swimming areas; rescues swimmers in danger of drowning and administers first aid and cardiopulmonary resuscitation as needed; instructs clients in water safety. Requires Lifeguard Certification |
| Summer Worker | 101653 | Camp Harkness | TBD part-time | Will serve as a Booth Operator who greets visitors, provide directions and information regarding the camp. They are required to check passes, operate security gates, and keep data as requested. On occasion this position will provide some housekeeping and maintenance duties as required. |
| Summer Worker | 101654 | Camp Harkness | TBD part-time | Will serve as a Booth Operator who greets visitors, provide directions and information regarding the camp. They are required to check passes, operate security gates, and keep data as requested. On occasion this position will provide some housekeeping and maintenance duties as required. |
| Summer Worker | 101655 | Camp Harkness | TBD part-time | Will serve as a Groundskeeper/Maintenance of entire camp grounds as required. |
| Summer Worker | 101656 | Camp Harkness | TBD part-time | Will serve as a Groundskeeper/Maintenance of entire camp grounds as required. |
| Summer Worker | 101657 | Camp Harkness | TBD full-time | Will serve as the Tourist Information Coordinator who is responsible for supervising booth coverage, office management and season pass holder customer services. The position is essential to providing a safe environment for all campers. |
| Summer Worker | 101659 | Camp Harkness | TBD full-time | Will serve as a Booth Operator who greets visitors, provide directions and information regarding the camp. They are required to check passes, operate security gates, and keep data as requested. On occasion this position will provide some housekeeping and maintenance duties as required. |

Closing Date: May 14, 2012

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a fully completed Application for Examination or Employment (CT-HR-12) located at www.das.state.ct.us/exam including the Position Title and Position Number. If interested in more than one position, please include a separate page listing each Position Title and Position Number. All application materials must be received by 11:59 p.m. on May 14.

Send Applications To:

Department of Developmental Services - South Region
104 South Turnpike Rd.
Wallingford, CT 06492
Fax: 203-294-5160 Office: 203-294-5123

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.