

2025 Summer READ Camp Co-Leader Job Description and Information:

Summer READ Camp is an extended learning opportunity offered to students with active READ Plans. This program takes place typically through the month of June in the mornings. Programming focuses on continuing reading instruction and intervention mixed with enriching fun activities. The goal of Summer READ Camp is to continue to grow readers, minimize summer regression, and cultivate a joy of reading in students.

READ Camp dates for 2025 are **Monday, June 2- Friday, June 27, 2025**. READ Camp Co-Leaders are expected to commit to all training days and to teach all days of READ Camp. Staff hours for READ Camp are 7:30 - 11:30 am. Co-leaders are expected to work from 7:30 - 3:30 on June 27th.

Summer READ Camp Co-Leaders are expected to:

- Attend a mandatory curriculum development planning, and other planned camp preparation meetings in spring, on Friday, May 9 from 12:00 pm - 3:00 pm; READ Camp Preparation & Training on Wednesday, May 29, 2024 from 8:00 am - 3:00 pm.
- Co-plan and co-lead with Summer READ Camp coordinator/principal, as well as deliver instruction
- Facilitate a first day welcome (Approximately 15 minutes) to share the theme and excitement for the camp, review expectations, introduce teachers, welcome parents and discuss importance of Primary Literacy and summer regression
- Believe in students and cultivate a welcoming supportive school environment
- Establish positive relationships with students quickly
- Participate in leadership meetings with program coordinator
- Monitor student attendance and contact parents of absent students for verification daily
- Manage student discipline and safety - communicate to parents behavior concerns/consequences
- Develop daily schedule and ensure teachers follow the outlined schedule of instruction by visiting classrooms and monitoring instruction
- Ensure supervision of students before, after and during Summer READ Camp (create a duty schedule for supervision)
- Assist in supervising daily recess
- Coordinate and assist in administering interventions and assessments (including SIPPS/Lexia, etc.), including the screening of students for placement in intervention grouping
- Manage electronic devices used for instruction (ie. Lexia or myON)
- Collect and analyze student achievement assessment results (progress monitoring)
- Greet students, staff and parents daily
- Coordinate with transportation, security and facilities staff
- Collaborate and communicate with programs sharing school site
- Support teachers with daily needs (materials, parent concerns, etc.)
- Provide classroom coverage for absent staff
- Facilitate assemblies and guest speakers to ensure organization, safety and monitoring of students

- Work with Building Managers to ensure orderly and safe facilities
- Ensure curricular materials are collected and organized from all teachers at the end of the session
- Conduct staff meetings and trainings as necessary

Principal/READ Camp Co-Leaders will be compensated with a stipend of \$ 3,600.00. This will be paid in a lump sum payment following completion of the program in the July payday. Payment is contingent on the above responsibilities and requirements being met. During Summer READ Camp, attendance is required for a minimum of four hours each day (Monday-Friday) from 7:30 – 11:30 am. It is expected that you commit to working the entirety of this contract. If you are unable to report to work, your payroll check will reflect the un-worked/unpaid day. All absences must be pre-arranged. There are no benefits associated with this position such as sick or personal leave or health/dental/vision or life insurance benefits. In the event of a weather cancellation or any other unforeseen event, that will count as an unpaid day. Due to the nature of this position, you are required by state law to hold and maintain a valid Colorado teacher license. Additionally you must hold or be eligible for a Colorado principal's license. Candidates must have completed an approved pathway for the CDE Evidence-Based READ Act Professional Development requirement and have the READ Act Designation on their teacher license. Proof of that designation is required. There is no presumption that this position will be continued and as such there should be no assumption of continued employment past the dates included in this contract.