

Tabor Academy Summer Program Essential Functions for Employment

The Tabor Academy Summer Program is very active and physically challenging for staff members. Regular attendance and active participation in daily activities is a requirement. Daily activities include, but are not limited to, swimming, hiking, running, jumping, contact sports, games and other children's activities, most of which require physical stamina. Most activities are conducted outdoors. A successful staff member must be able to perform these essential functions, which include but are not limited to the following:

- Possess mental and emotional stability and physical strength and endurance required to maintain constant supervision of campers ages 6 to 17 for a six-week period.
- Mental and emotional stability include but are not limited to
 - Ability to insure that appropriate procedures are followed in dealing with abuse or discipline problems, as outlined during orientation and
 - Ability to provide adequate support and timely referrals to appropriate staff regarding personal issues such as eating disorders, mental illnesses, tragedy, etc.
- Physical strength and endurance include but are not limited to
 - Auditory and visual ability to supervise a group of children and insure their safety and well being at all times and respond to critical incidents as outlined during orientation;
 - Ability to work outdoors in the heat of the summer or inclement weather for extended hours;
 - Ability to reside in non air-conditioned living quarters (residential staff only);
 - Ability to supervise and **actively** participate in daily camp activities and weekly trips, which include, but are not limited to hiking, running, jumping, contact sports, games and other children's activities such as swimming in the harbor.
 - Actively participate in 4 to 5 hours of individual instruction, most of which require physical stamina and includes participation in contact sports. Active participation in these activities can include, but is not limited to, frequent running, jumping, cutting, pivoting, throwing, standing, walking, bending, stooping, crouching, reaching at, above and below shoulder level, pushing, pulling, twisting at the waist, handling, gripping, grasping; and
 - Ability to lift and move heavy equipment weighing 25-50 pounds (i.e., coolers, kayaks, program equipment, etc.).
- Ability to attend a mandatory 6-day orientation and training program at the beginning of the summer. During the orientation, the staff member must be able to obtain current certification in CPR/First Aid or have the ability to obtain such certification prior to orientation by an accredited agency.

If a chronic medical condition(s) exists, the staff member must be capable of performing all functions listed above and capable of "self-management" of his or her own condition.

If surgery has been performed for orthopedic repairs, the staff member must be able to perform all functions listed above and must use supports (braces, knee sleeves, etc) during all physical activities as directed by physician. A release from the physician must be sent to camp if the device is not necessary.

This list of essential functions is not intended to be all-inclusive. A staff member may also perform other reasonable related duties as assigned by his or her immediate supervisor. By signing your name on the contract, you agree that you have read the above essential functions and verify that you are capable of functioning safely within the requirements of this position. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed above are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.