



Camp Shriver, Stonehill

Staff Application Summer 2014

Applications are due: March 31, 2014

Mail: Camp Shriver at Stonehill

Stonehill College

Education Department

320 Washington St Easton MA 02357-3272

Fax: 508-565-1454

We are excited that you have chosen to apply to for a position with Camp Shriver at Stonehill College. Camp Shriver at Stonehill College is an inclusive, sports-oriented day camp for boys and girls ages 8-12. Camp Shriver welcomes campers both with special needs (intellectual disabilities and other learning problems) and without. The primary goal of the camp is to provide Brockton-area kids with the chance to develop social skills and foster friendships while having fun participating in sports and other camp activities with their peers.

Members of the camp staff will be responsible for working each day of camp (July 7 - August 1, Monday through Friday) from 8:00 am to 2:30 pm, as well as attending staff training - Tues/Wed July 1&2. Additionally, most staff will be required to serve as monitors on the Camp Shriver buses. Full participation in all camp-related activities, including swimming, is a condition of employment.

Once you have filled out the application, review this list to make sure you have included all the necessary information.

- Personal Information
- Work History
- Education
- References
- Skills (with copies of all relevant certifications)
- Background Information
- Response to Short-Answer Question
- Final Date & Signature
-

This application will need to be COMPLETELY filled out by you and returned to the Education Department Office or postmarked by **March 31**. Please be sure to print neatly. Once your paperwork is complete, you may be contacted for an interview. Questions: Kathy McNamara kmcnamara@stonehill.edu



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POSITIONS

❑ **Coach**

- Lead instruction of sport to groups of 20-30 campers (boys and girls, with and without special needs) with assistance from counselors
- Create an outline/curriculum map of four-week plan for instruction in skills and rules of designated sport
- Outline clear roles for counselors and volunteers during sports instruction sessions
- Promote sportsmanship, teamwork, and fun
- Enforce Camp Shriver rules and regulations to promote the safety of all campers
- Complete appropriate program evaluation forms
- Perform other duties as assigned by camp director

❑ **Counselor**

- Supervise a group of 10-12 campers (boys and girls, with and without special needs) in a team with a Lead counselor and a co-counselor
- Attend and participate in all activities with assigned group
- Maintain order and appropriate behavior during activities and transition times
- Create a warm, welcoming environment for all campers through fostering relationships between staff and campers, and campers themselves
- Be in the pool with campers during the swim period (extensive swimming experience not required)
- Assist with planning and logistics for recreational activities and field trips
- Facilitate games and activities for campers during "free time"
- Enforce Camp Shriver rules and regulations to promote the safety of all campers
- Complete appropriate program evaluation forms
- Perform other duties as assigned by camp director

❑ **Lead Counselor**

- Provide leadership for the counselors in your group
- Supervise a group of 10-12 campers (boys and girls, with and without special needs) in a team as the experienced counselor leader.
- Attend and participate in all activities with assigned group
- Maintain order and appropriate behavior during activities and transition times
- Create a warm, welcoming environment for all campers through fostering relationships between staff and campers, and campers themselves
- Be in the pool with campers during the swim period (extensive swimming experience not required)
- Assist with planning and logistics for recreational activities and field trips
- Facilitate games and activities for campers during "free time"
- Enforce Camp Shriver rules and regulations to promote the safety of all campers
- Complete appropriate program evaluation forms
- Perform other duties as assigned by camp director



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PLEASE PRINT NEATLY

Name _____

Current Address _____

Permanent Address _____

Home Phone Number _____

Cell Phone Number _____

E-mail _____

Are you currently authorized to work in the U.S.? _____ Yes _____ No

Camp Shriver staff members are asked to be available from July 7 - August 1, 2014 and for training sessions two days before camp, July 1&2

The exact dates I will be available for employment are:

How did you hear about Camp Shriver? _____

Have you been a counselor for Camp Shriver before? _____

What position(s) are you interested in? _____



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Work History

Non-Camp Related

Dates	Employer & Supervisor	Address/Phone	Nature of Work	Reason for Leaving

Camp Experience

Dates	Camp & Director	Location/Phone	Camper or staff?	Specialties?

Have you had experience working with children with disabilities? If so, please describe.

Skills

Activities Put a "T" before those activities you can organize and teach as an expert or have a good deal of experience with. Put an "A" before those activities in which you have some knowledge or experience with and could assist. Put a "?" before those activities you have little or no experience in, but would be interested in learning more about and helping with.

Basketball
 Floor Hockey
 Volleyball
 Softball
 Swimming
 Soccer
 Other (music, art, dance, etc.) _____

Certifications Put an "X" before any certifications you currently possess that will remain current through August 1, 2014 (Please also provide copies of certifications.)

Red Cross CPR
 EMT
 Lifeguard
 Red Cross WSI
 First Aid

You will be required to swim with the campers on a daily basis. Is there any condition that we need to be aware of that would make this impossible? (Your answer will not affect your consideration for hire.)



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Education

	Name/Address of School	Course of study	Dates Attended	Did you graduate?	Degree (Specify)
High School				<input type="checkbox"/> Yes <input type="checkbox"/> No	
College				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Graduate School				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Other (licenses, certificates, etc.)					

References

REFERENCES: Please list **three** references from your employment or volunteer experience. If you have never been employed, your references should be from teachers or community members who know you well. Do not list family members. We will contact your references.

Name	Daytime Phone #	E-mail Address	Relationship



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Short Answer Question

(Please answer the question below on the back of this paper or attach another sheet.)

In two to three paragraphs, please tell us why you would like to join the Camp Shriver staff. Feel free to share anything about your previous experiences that you think is important for us to know.

Signature

I understand that any misrepresentation on this application may be reason for immediate dismissal, and that permanent employment depends on satisfactory replies from references, a favorable report on my medical examination where required, a criminal record check, and successful completion of a probationary period of employment. I further understand that pursuant to the provisions of the Immigration Reform and control Act of 1986 I will be required to complete an Employment Eligibility Verification form (I-9) and submit specific document(s) that establish my identity and employment eligibility after an offer of employment is made.

Date _____

Signature _____

The policy of Stonehill College prohibits discrimination on the basis of age, race, religion, color, national origin, sex, sexual orientation, marital status, Vietnam Era veteran status, or disability. Stonehill College is also committed to employment practices which comply with the Americans with Disabilities Act.

It is unlawful in Massachusetts to require or administer a lie detector test as a condition of employment or continued employment. An employer who violates this law shall be subject to criminal penalties and civil liability.