



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Dear Camp Oakasha Applicant,

Thank you for your interest in a summer position at YMCA Camp Oakasha. Working for a YMCA day camp is truly a wonderful way to spend a summer. As a summer camp staff person, you will form strong new friendships, share in the tradition of one of New England's premier day camps, and most importantly you will change the life of a child.

If this sounds like something you would be interested in, please fill out and return the enclosed application with the required essay. **Three reference forms are included, please have them filled out by at least one professional reference and two personal references.** Reference forms can follow later. References can email lmurphy@waterburymca.org to request a digital copy of the reference form.

We will be accepting applications through May 15th, and the interview process will begin at the end of April and continue through the end of May. We plan to hire our summer staff by June 1st. All of our interview contact is done through e-mail. Please be sure to supply a valid e-mail that you check regularly.

Camp is June 25 – August 24 and staff training occurs the weekend of June 10th and the week of June 19th. Additional opportunities for camp planning, training, clean-up, and set-up may be available as well.

Please note applicants who will be 16 during the summer are considered Jr. Counselors (volunteer positions), Senior Counselors must be at least 17 years old or have graduated high school (by the first day of camp). Other opportunities include Waterfront Director, Archery/Tower Director, Unit Director and Assistant Director. The job description included in this packet is for Counselors, but please email if you would like a specific one, or if you would like a digital version of this application. If applicable, please send along a current resume as well.

All applications must be completely filled out and returned to:

Greater Waterbury YMCA
136 W. Main St.
Waterbury, CT 06702
Attn: Laura Murphy, YMCA Camp Oakasha Camp Director
OR via email: lmurphy@waterburymca.org
OR via fax: (860) 945-3107

Respectfully,
Laura Murphy, Camp Oakasha Director



YMCA Camp Oakasha/Greater Waterbury YMCA

136 West Main St, Waterbury, CT 06702 (203) 754-9622 ext. 118

YMCA Mission: To put Christian principles into practice through programs that develop a healthy spirit, mind, and body for all.

YMCA Camp Oakasha Staff Expectations

Making a difference in the lives of children can make a big difference in your life, too.

If you've got what it takes to lead a group of children through games, crafts, and special activities, then we have **the** job for you. Our counselors love an active outdoor schedule, working with different age groups and other counselors. They take pride in helping children grow and develop spiritually, mentally and physically. You can bring your own special talent, whether it's swimming, archery, sports, singing or dancing. You'll need a desire to teach others, the energy to act silly, and attention to detail necessary to make a busy camp schedule work. You'll work with some of the most dedicated and creative people on the planet; and the friendships you'll make with the other counselors and camp leaders will last a lifetime.

Here's what we expect from our top counselors:

- **Our best counselors make a difference in the lives of their campers.** Creating a unique relationship with each camper and getting to know each new group of campers quickly, ensuring each camper's growth, safety and development during camp is priority number 1!
- **Participate 100%, 100% of the time.** There isn't a lot of down time at camp. As a counselor you are always on stage, helping campers, being an example, teaching and playing games. It's up to you to make sure everyone has a good time. You'll make the games interesting by joining in and knowing that the sidelines are no place for a great counselor. This also means swimming, because we swim everyday!
- **Making it happen.** Our campers have a full schedule of activities throughout the long summer days, and you're on top of it, planning to make sure the campers are where they need to be and enjoying themselves. When things change such as the weather or the mood of your campers, you're always one step ahead with creative ideas for alternative activities.
- **The team is tops.** You have the opportunity to work with great children, great counselors and a staff that is dedicated to the camp's success. You will be an integral part of one of the best day camp staff teams in the country and you can take pride in the fact that you are a YMCA Camp Oakasha Staff Member.
- **It's your camp.** You feel like you own it- every activity and every camper. The reason campers will love and remember you is because you modeled the camp's values of caring, honesty, respect and responsibility. You were the one each camper looked up to during camp.
- **Calm, cool and collected.** Even when you're not by the pond during hot summer days, through hectic schedules, and with all those campers and responsibilities, you keep your cool and pay close attention to how your campers are managing the stress of different activities, weather meeting new people and the unique environmental conditions of camp. You know the one thing that matters most is the campers' safety spiritually, mentally and physically.
- **Challenge yourself.** You are also here to learn and grow as an individual, build job skills, as well as life skills. What do you hope to accomplish over the summer? Become a better speaker, working on patience, get better with young kids, older kids, develop your leadership skill? You will set personal goals and work to achieve them with the help of the camp leadership staff.

If you're up to the challenge, want to lead instead of follow, and really want to make a difference in the lives of dozens of children this year, we'll help you succeed. It's exhilarating, exhausting, and challenging, but the rewards are out of this world. Campers and staff members will remember you forever! Years later the lessons you taught them at camp will stick with them as they send their own children to camp.

The Greater Waterbury YMCA encourages the participation of all people and agrees and warrants that we do not discriminate or permit discrimination against any person or group of persons regardless of race, color, religious creed, age, marital status, familial status, national origin, ancestry, sex, gender identity or expression, intellectual disability, mental disability, learning disability, lawful source of income, or physical disability, including, but not limited to, blindness or deafness. The Greater Waterbury YMCA further agrees and warrants that we are in compliance with all laws and regulations of the United States and the State of Connecticut regarding equal employment opportunity and public accommodations with respect to our programs, clients, officers, employees, and volunteers.

YMCA Camp Oakasha - Counselor Job Description

Position Title: Camp Counselor

Reports to: Camp Director/Unit Director

Location: Adventure Center at Southbury Training School, Yankee Drive, Southbury, 06488

Essential Functions:

- 1) Able to maturely and competently supervise children and be a positive role model.
- 2) Plan and implement fun and engaging camp activities that are culturally relevant, developmentally appropriate and consistent with YMCA core values.
- 3) Manage child behavior, child needs, and daily schedule, with flexibility as needed.
- 4) Adhere to program standards including safety, cleanliness, timeliness, and proper dress.
- 5) Follow YMCA policies and procedures, including those related to medical and disciplinary situations, child abuse prevention and emergencies.
- 6) Be able to exercise proper judgment when dealing with a group of children.
- 7) Be able to exercise proper judgment when dealing with other staff or camp parents.
- 8) Attend staff meetings and trainings.

Physical Requirements - Must be able to:

1. Actively run, jump, swim, and lift a minimum of 1/3 their own body weight.
2. Frequently bend, twist, crouch, squat, kneel, climb stairs and flex and rotate head and neck.
3. Occasionally crawl, push, pull, reach and lift above shoulders.
4. Occasionally work on uneven ground and slippery surfaces.
5. Use hands in repetitive motion, grasping and fine manipulation of both right and left hands.
6. Withstand constant & repeated exposure to nature's elements: rain, sun, wind, cold & heat.

Pre-Camp

- 1) Attend all staff training days, including the weekend of June 10th and the week of June 19th
- 2) Help in promoting summer camp at various pre-camp events, if possible.

In-Camp

- 1) Arrive at camp by 8:30 a.m. and stay until 3:30 p.m. Note that a normal camp day begins at 8:30am and ends at 3:30pm, but hours will vary as needed. Monday morning, staff will arrive at 8am.
- 2) Actively participate in all planned activity areas, including swimming.
- 3) Prepare for and teach/lead activities, arts & crafts, nature hikes, etc...
- 4) Assist/lead camp wide activities, rainy day activities, field trip activities, opening/closing activities. Sing songs, act in skits, make up stories, act appropriately silly and have fun!
- 5) Be proactive, not reactive regarding all issues related to safety, planning, and counseling.
- 6) Be responsible for communicating to the Camp Director/Assistant Director/Unit Director any conflict situations with children, staff, and/or families, and seek help when needed.
- 7) Maintain rules as required by State license and assume role in camp emergency procedures.
- 8) Maintain highest safety standards at all times.
- 9) Keep all areas used clean, maintained and suitable for use by staff, campers and families.
- 10) To act in a manner that promotes the core values and YMCA Mission.
- 11) Attend daily staff meetings at 8:30am and 3:15pm.
- 12) Attend Family Nights as scheduled, three Thursdays during the summer, 5:30-7:30pm.
- 13) All other duties as assigned.

Staff members are to abstain from drinking alcohol and smoking while on duty for the duration of the YMCA Camp Oakasha season.

Staff must have a current physical form on file with the Camp and cannot work without it.

YMCA Camp Oakasha 2018 Staff Application

Senior Counselor (17 & older)

Junior Counselor (16)

Name: _____

Permanent Address: _____

Cell phone: _____ Home phone: _____

Email Address: _____

I will be home from college/able to start on: _____

Please list any dates you will not be available this summer: _____

What positions you are interested in applying for:

_____ Camp Counselor _____ Sports Camp Counselor _____ Life Guard (I have a certification)

_____ Specialty Area Director _____ Unit Director _____ Life Guard (I need a certification)

Skills, Abilities & Talents:

Each of us has a unique skill, ability or talent. At Camp Oakasha, our goal is to teach campers new skills and abilities as well as help them to develop their own talents. Please list skills, abilities or talents you would be able and willing to teach to campers this summer. This may include: crafts, music, nature, sports, swimming, boating, drama, archery, teambuilding, dancing, etc...

Activity Name/Type	General Description	Accolades in this Area

Education:

High School	City/State	Major/Subjects	Dates	Degree Granted	Did You Graduate?
College					
Other					

Related Experience: List Paid and Volunteer positions working with youth or other.

Employer Name	Your Position	Job Description	Dates

References: List three people who have knowledge of your character, experience, and ability. Please give the attached reference forms to these individuals and have them returned as soon as possible.

Name	Relationship	Email Address	Phone Number

Certifications: List certifications for CPR/First Aid, Lifeguard, Archery, Ropes, Boating, etc...

Certification	Date Certified	Expires

Other Information:

What age group do you prefer to work with? _____

Do you have any impairment, physical or mental, which would interfere with your ability to perform the job for which you have applied? _____ If so, what _____

When are you most easily available for an interview? _____

Have you ever been convicted a law violation other than a minor traffic accident? _____

Are you interested in working for the Waterbury YMCA throughout the year? _____

Required Essay: Please include a one-page typed essay stating why you want to work at camp, what you believe the benefits of camp are to campers, and address the two most valuable techniques you use working with children.

Abuse Prevention Statement: To protect the children in our care as well as the staff members and volunteers who serve them, we follow strict policies on abuse prevention. We do everything possible to screen out potential offenders and to prevent abuse from occurring. This protects the children from potential wrongdoers and minimizes the risk of false allegations against staff members and volunteers. We fully cooperate with authorities in thoroughly investigating any and all allegations

CERTIFICATIONS

It is the goal of the Greater Waterbury YMCA to provide a safe environment to all members and participants. In accordance with the Waterbury YMCA's Child Abuse Prevention Policy, I agree to allow the Waterbury YMCA to run a criminal history and sex offender registry check on myself and understand that the results of this check *may* result in my inability to become an employee of the Waterbury YMCA.

Initial Here

THE GREATER WATERBURY YMCA HAS A ZERO TOLERANCE POLICY REGARDING CHILD ABUSE.

I understand that this application is only valid for the position applied.

Initial

I authorize investigation of all statements contained in this application. I understand that falsification, misrepresentation or omission of facts called for will result in immediate termination from employment or removal of my application from consideration. I authorize the YMCA to secure information about my experience with former employers, education institutions and agencies, and for those parties to provide information concerning my experience releasing all parties from any liability arising there from.

Initial

I agree to allow the Waterbury YMCA to run a criminal history and sex offender registry check on myself and understand that the results of this check may result in my termination.

Initial

If employed by the YMCA I will abide by Association policies and rules. I understand that I will be required to possess a current and valid driver's license if my position requires me to drive in the course of my work.

Initial

If I am employed by the YMCA I understand my employment can be terminated, with or without cause and with or without notice, at any time at the option of the YMCA or myself. I understand that, other than the CEO of the YMCA, no manager, supervisor or representative of the YMCA has authority to enter into any agreement for employment for any specific period of time, or to make any agreement contrary to the foregoing. Only the CEO of the YMCA has the authority to make any agreement contrary to the foregoing and then only in writing. I further expressly agree that, with respect to the at-will employment relationship, this constitutes the full, complete and final expression of the parties' intent concerning the nature of any employment relationship between myself and the YMCA.

Initial

My signature below certifies that I have read and understand the foregoing and to the best of my knowledge and belief, the information on this form is true and correct. My signature below also certifies that I agree to be bound by the terms and conditions stated in this application. This application contains all the understandings and agreements between me and the YMCA concerning the nature of my employment, if any, by the YMCA and supersedes all prior and/or contemporaneous practices, oral or written agreements, understandings, statements, representations and promises, express or implied, between me and the YMCA. I understand and agree that, except as noted above, no person who is either an agent or employee of the YMCA may modify, delete, vary or contradict, whether orally or in writing, the terms and conditions set forth herein.

Applicant Signature

Date of Application

Please return to: Greater Waterbury YMCA, 136 W. Main St., Waterbury, CT 06702
Attn: Laura Murphy, YMCA Camp Oakasha Camp Director OR lmurphy@waterburyymca.org

YMCA Camp Oakasha - 2018 Camp Reference Questionnaire

To Whom It May Concern:

The person listed below has applied for a summer camp position at YMCA Camp Oakasha and has listed you as a reference. **This position will require extensive interaction with children.** Please take a few moments to fill out the information requested. If you have any questions please contact Laura Murphy at (860) 274-4820. If you would like a digital version of this form, email at lmurphy@waterburymca.org

Applicant Name: _____

Name of Reference: (Printed) _____ Phone Number: _____

Your Employer & Job Title: _____

How do you know this applicant? _____

How long have you known this applicant? _____

Did/does this applicant work under your supervision? If so, please briefly describe their responsibilities.

How would you describe the applicant's overall level of responsibility?

Do you have any information regarding the applicant's level of dependability? Please comment.

Describe the applicant's most notable strengths in working with children, or others if not observed.

Would you be willing to have your children under this person's supervision? _____

What concerns might you have about this applicant? _____

Thank you for your time.

Signature of Reference

Date

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