



Summer Camp 2019 Counselor/Lifeguard Application

FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

KEEP THIS PAGE FOR IMPORTANT DATES & INFO

Dear Potential Counselor or Lifeguard:

We are excited you have decided to take the first step in joining the Y for the **#BestSummerEver!** The position for which you are applying is very important – hundreds of children will count on you to provide a safe and healthy summer experience! You are strongly encouraged to review the Summer Camp Booklet (available online and at all branches) prior to completing this application. Please pay close attention to the following information and keep this cover page for future reference. If you fail to complete any step, you will no longer be considered for a position.

Mandatory Steps for all Staff:

- Commit to working the entire 10 weeks of summer. Check all personal and school schedules to ensure that you will be able to work the entire summer with no more than 5 absences!
- Complete Application for Employment, Applicant Data Record, Parental Consent for Drug Screen (if under 18 years of age) AND Written Interview. Hand deliver completed packet to any branch OR email (single .pdf file; DO NOT ATTACH FROM GOOGLE DRIVE) to rgriggs@ymcatreasurecoast.org. You are strongly encouraged to type your responses. If we cannot read your handwriting, the application will not be accepted. Incomplete packets will not be accepted.
- Attend an invite-only panel interview. You will receive an invitation by email at least one week prior to the interview. After the panel, you may be invited to return the next day for an audition (see dates/time below).
- Earn First Aid & CPR certification, at your own expense (must be complete before you will be allowed to work). Classes are available at the Y, though you may elect to receive this certification elsewhere. **Lifeguard applicants must also earn Ellis Lifeguard Certification!** Register at the Stuart Branch!
- Complete all assigned training (online AND in-person).

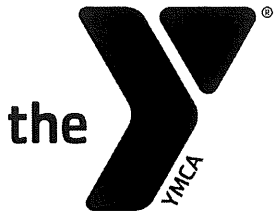
Key Dates & Information:

- **Camp Dates**
 - Stuart & Indiantown: **Monday, June 3rd through Thursday, August 8th** (Training 5/31 and 6/1)
 - St. Lucie County: **Monday, June 10th through Thursday, August 8th** (Training 6/7)
- Individual panel interviews will be held at the Stuart Branch on **Tuesday, April 23rd OR Tuesday, May 7th, between 4pm-6pm.** If you are selected to interview, you will be contacted by email at least one week prior to the interview date.
- Following your panel interview, selected candidates will be invited to attend a one-hour audition session on **Wednesday, April 24th OR Wednesday, May 8th, between 4pm and 6pm.** Be prepared to make a 2-3 minute presentation, based on Written Interview question 4.
- Following the audition, if offered a position, you will be required to attend a one-hour, appointment-only paperwork session on **Thursday, April 25th OR Thursday May 9th, between 11am and 7pm.**
- **CPR & First Aid** classes are available at the Stuart Branch. Cost is \$75 for initial training or \$45 for recertification. Register at the Stuart Branch. (CPR & First Aid is included with Ellis training for Lifeguards).
 - May 25th (Saturday, 9am-5pm) **OR** May 21st & 23rd (T & Th, 5-9pm) **OR** June 4th & 6th (SLC staff only, T & Th, 5-9pm)
- **Ellis Lifeguard Certification** is available at the Stuart Branch. Cost is \$150. You must attend **ALL 3 days** of the class listed below.
 - May 17th-19th. Friday, 4pm-9pm & Saturday/Sunday, 8am-5pm.
- All applicants are considered for all camp positions. If you have age group and/or specialty camp preferences, please include them in your response to question 10 on the Written Interview.

Your role this summer will be a demanding one. Your number one responsibility will be to the campers in your group and their safety. If you think you are up to this challenge, please continue to the next page. We are looking forward to seeing you here for a summer full of fun and learning!

Good Luck,
YMCA Camp Planning Team

Updated March 2019



Employment Application

STRENGTHENING THE FOUNDATION OF OUR COMMUNITY

Thank you for your interest in the YMCA! The YMCA of the Treasure Coast is an equal opportunity employer. We do not discriminate in the recruitment, hiring or conditions of employment on the basis of race, color, religion, national origin, citizenship status, sex, marital status, disability, age or veteran status or any other status protected by law.

If you would like to join our team, please complete the application below.

- Be sure to write legibly.
- The application must be completed in full.
- Do not leave any spaces blank or write "see resume" in response to any question.
- Read and sign the last page of the application.



Personal Information

Position applying for: _____ Date of Application: _____

Preferred YMCA/Program Location(s): _____ Date Available: _____

Name: _____

Address: _____

City/State/Zip: _____

Home Phone: _____ Cell/Business Phone: _____

Email Address: _____

Are you 18 years of age or older? *(If not, you may be required to provide authorization to work)* Yes No

If hired, can you provide verification of your legal right to work in the United States? Yes No

Can you perform the essential functions of the job for which you are applying, with or without reasonable accommodation? Yes No

Have you ever been discharged or asked to resign from a previous job? If yes, give dates and circumstances. Yes No

Have you ever been subject to a child or adult abuse investigation? If yes, please provide a date, charge and general comment. Yes No

Have you ever been convicted of a crime, pled no contest, or had adjudication withheld? If yes, please provide a date, charge and general comment. *(A conviction will not necessarily bar employment. The Company may consider the nature, date and circumstances as to whether the offense is relevant to the duties of the position applied for.)* Yes No

Employment Information

List available days/hours:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

Preferred Job Status: Full time Part time

What is your desired salary range? _____ per Hour Year Seasonal As Needed

If you are a student applying for seasonal work, will you be available during the school year? Yes No

Are you willing to work a split shift? Yes No

Have you previously been employed by the YMCA of the Treasure Coast or any other YMCA? Yes No

If yes, when?

at which locations? _____

Do you have any relatives currently working for the YMCA of the Treasure Coast or any other YMCA? Yes No

If yes, Name(s) and Relationship: _____

How did you hear about the YMCA? YMCA Staff Referral YMCA Member

Name of referral source: _____ School Advertisement

Walk-In Other

YMCA Website

Education & Training

Educational Background

	Name of School	City, State	Diploma Awarded	Degree	Major
<input type="checkbox"/> High School <input type="checkbox"/> GED			<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> In Progress		
College			<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> In Progress		
Graduate School			<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> In Progress		
Vocational/ Other			<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> In Progress		

What languages do you speak and/or write fluently? _____
Describe any non-employment experience such as school or volunteer activities that might strengthen your application.

Safety & Job Specific Certifications

Type (CPR, First Aid, CDA, etc.)	Provider	Level	Expiration

Employment History

List all previous employment during the past seven years starting with the most recent.
Use additional sheets if needed.

Employer	Telephone	<u>Dates Employed</u> From:	Summarize the nature of the work performed and job responsibilities.
Address		To:	
Job Title	<u>Starting</u> Hourly Rate/Salary		
Immediate Supervisor and Title	\$ per		
Reason for Leaving	<u>Ending</u> Hourly Rate/Salary		
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No		\$ per	

Employer	Telephone	<u>Dates Employed</u> From:	Summarize the nature of the work performed and job responsibilities.
Address		To:	
Job Title	<u>Starting</u> Hourly Rate/Salary		
Immediate Supervisor and Title	\$ per		
Reason for Leaving	<u>Ending</u> Hourly Rate/Salary		
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No		\$ per	

Employer	Telephone	<u>Dates Employed</u> From:	Summarize the nature of the work performed and job responsibilities.
Address		To:	
Job Title	<u>Starting</u> Hourly Rate/Salary		
Immediate Supervisor and Title	\$ per		
Reason for Leaving	<u>Ending</u> Hourly Rate/Salary		
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No		\$ per	

Employer	Telephone	<u>Dates Employed</u> From:	Summarize the nature of the work performed and job responsibilities.
Address		To:	
Job Title	<u>Starting</u> Hourly Rate/Salary		
Immediate Supervisor and Title	\$ per		
Reason for Leaving	<u>Ending</u> Hourly Rate/Salary		
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No		\$ per	

Please explain any gaps in your employment history.	
What other business experience, personal experience, or training have you had that may have prepared you for this position?	

Personal References

Do not list past employers, please list one relative.

Name: _____	Position: _____	Years Known: _____
Address: _____	City: _____	State: _____ Zip: _____
Phone #: (____) _____	Alternate #: (____) _____	

Name: _____	Position: _____	Years Known: _____
Address: _____	City: _____	State: _____ Zip: _____
Phone #: (____) _____	Alternate #: (____) _____	

Name: _____	Position: _____	Years Known: _____
Address: _____	City: _____	State: _____ Zip: _____
Phone #: (____) _____	Alternate #: (____) _____	

Application Acknowledgement and Authorization

Please read all statements and sign below:

I authorize both the YMCA of the Treasure Coast, persons listed (references, schools, current (unless noted) and former employers and any others with whom you desire to check) to communicate with regard to any relevant information that may be required to reach an employment decision. I agree to hold such persons harmless with respect to any information they may supply.

I understand that submission of an application does not guarantee employment. I understand that nothing contained in this application or in the interview process is intended to create a contract between the Company and myself. I understand that if hired as a result of this employment application, my employment may be discontinued with or without cause at either the Company's option or my option, and that employment with the Company is considered "at-will". I agree that my employment may be changed with or without cause, with or without notice, including but not limited to termination, demotion, promotion, transfer, compensation, benefits, duties, and location of work. This constitutes my entire agreement with the Company during my employment. If employed, I agree to conform to the rules, regulations and policies of the Company at all times.

I understand that any offer of employment is contingent upon successful completion of both a urinalysis drug screen and criminal history background check. I give my consent to both screening devices. I understand that should I refuse to participate, I will not be considered for employment. I further understand that at any time during my employment, I may be required to take a drug screen if management reasonably suspects a condition exists that will prevent me from performing my job in a safe manner.

I understand that all offers of employment are conditional upon my ability to provide appropriate documents regarding my identity and legal right to work in the United States.

I acknowledge that I have read the above statements and understand them. I certify that all information provided by me in this application is correct, accurate and complete to the best of my knowledge. I understand that the falsification, misrepresentation, or omission of any facts in said document (and any other document submitted such as a resume) will be cause for denial of employment or termination of employment regardless of the timing or circumstances of discovery.

Signature: _____ Date: _____

**YMCA OF THE TREASURE COAST
EMPLOYEE PARENTAL CONSENT AND RELEASE**

To be completed for all employees under the age of 18

The YMCA of the Treasure Coast ("YMCA") is committed to the goal of maintaining a drug-free workplace. Achieving this goal is necessary to maintain the safety and quality of the work environment, the integrity of our product and service, and the safety and health of our employees, members, guests and program participants. Furthermore, employees have the right to work with persons free from the effects of drugs. The YMCA is therefore committed to maintaining a safe and healthy workplace free from the influence of alcohol and other drugs. The YMCA's commitment to a safe work environment is jeopardized when any YMCA employee or contractor illegally uses drugs on the job; comes to work under the influence; possesses, distributes or sells drugs in the workplace; or abuses alcohol on the job. Therefore, the YMCA began drug testing of all employees on June 1, 1998.

Neither the adoption nor implementation of the YMCA's Drug-Free Workplace Program shall be construed as giving any person any right to employment with the YMCA, nor be construed to limit in any way the YMCA's right, at its sole discretion, to decline making an offer of employment or to terminate or modify any employment relationship. These policies and procedures may be modified or revoked by the YMCA at any time.

My minor child has received a copy of the YMCA's Drug-Free Workplace Program, and we have carefully and thoroughly read it. We understand that it is my minor child's obligation as a condition of employment to abide by all of its terms.

I, as the parent or guardian of the minor child to be employed, hereby give my consent for my minor child to be drug tested as part of the YMCA's Drug-Free Workplace Program. I understand that should a positive drug test result be reported to the YMCA, I will be notified accordingly by the YMCA.

EMPLOYEE:

Date Signed

Signature of Employee

Printed Name of Employee

PARENT OR GUARDIAN:

Date Signed

Signature of Parent or Guardian

Printed Name of Parent or Guardian

**YOUNG MEN'S CHRISTIAN ASSOCIATION
OF THE TREASURE COAST, FLORIDA, INC.**

June 1, 2000
Date Signed

By: John M. Lass
John M. Lass
President/CEO

2019 YMCA SUMMER CAMP WRITTEN INTERVIEW

All Applicants must complete the Written Interview. Your answers will help us decide if we will invite you to a panel interview. You are strongly encouraged to type your responses. If we cannot read your handwriting, the application will not be accepted.

Name: _____ **Mobile Phone:** _____

Email (This is how you will be contacted for an interview!): _____

Select the branch(es) would you *prefer* to work at.

- Stuart - Richard C. Geisinger Sr. Branch
- Stuart - Richard C. Geisinger Sr. Branch - LIFEGUARD
- Indiantown - Louis Dreyfus Citrus Branch
- Indiantown - Louis Dreyfus Citrus Branch - LIFEGUARD
- SLC Sites – (Bayshore Center, VGE, FKS)

Directions: Please take your time and respond to the questions and prompts thoughtfully and completely. Responses must be LEGIBLE! You are strongly encouraged to type your responses. If we cannot read your handwriting, the application will not be accepted.

1. *What does the acronym "YMCA" stand for, what is the Y's mission and how will you contribute to that mission as a camp counselor?*

2. *Why are you applying for a camp counselor position, and why do you feel you are qualified?*

3. *At the YMCA our core values are Caring, Honesty, Respect, and Responsibility. Define one of the values and describe how you might integrate it into one of your camp activities.*

4. *This year's camp theme is "Wonders of the World." Each week of Camp has a theme, such as "Ooey Gooley Bugs," "Starry Night," and "Farmville." Select one of these themes and then plan & describe the following activities to fit the chosen theme. Make your plan specific to an age group (K-2nd grade or 3rd – 5th grade). Be as specific as possible, including specific instructions, supplies needed, etc. Use additional page if needed. **If invited to an audition, be prepared to introduce, explain and demonstrate one of the activities.***

(a.) *Two games (one indoor and one outdoor);*

(b.) *An educational activity;*

(c.) *An arts & crafts project.*

Written Interview continues on next page

5. Counselors are not allowed to have/use cell phones during work. While you are outside on the playground, you see another staff member on their cell phone instead of interacting with the campers. How do you handle it?
6. You witness two children interacting and it appears that one child may be teasing/bullying another child. What steps do you take to stop the current situation and prevent further instances?
7. Your group is on a field trip that involves an hour of outdoor play time and it begins to rain. You will be stuck inside the rest of the trip. What ideas do you have to help you entertain your group? Be as specific as possible.
8. One of your campers is refusing to take part in a group activity. Based on the Camp Rules (see Camp Booklet), what should you do? Be specific.
9. Tell us about any experience you have with summer camp, babysitting, or other type of child care.
10. If you prefer to work with a specific age group or specialty camp, please explain why you are specially qualified for that assignment.

END of Written Interview