

YWCA IS ON A MISSION

REQUEST FOR HIRE YWCA SUMMER CAMP 2017

Thank you for submitting your application for summer camp employment at the YWCA. All applicants must review the requirements below and submit this form along with other required paperwork to the YWCA Human Resources Office. Follow up interviews and/or meetings will be set-up with the Camp Director.

Requirements for Summer Camp Employment

1. Staff **MUST** be available for the full summer camp season and pre-camp mandatory trainings including full-weekend (Saturday and Sunday from 9:00AM – 1:00PM) training in June (Date TBD). Applicants who are unable to commit to this schedule may not be considered for a position.
2. Camp Counselors **MUST** be 16 years old by the start of summer camp.
3. Applicants must submit a resume and indicate the position they are applying for:
 - a. Head Counselor
 - b. Senior Counselor
 - c. Counselor
 - d. Other (i.e. Specialist)
4. All applicants **MUST** be available for the full camp day of 8:00AM – 6:00PM. However, shifts will be assigned as follows:
 - a. 8:00AM – 4:30PM
 - b. 8:30AM – 5:00PM
 - c. 9:00AM – 5:30PM
 - d. 9:00AM – 6:00PMStaff may not change shift without pre-approval from the Camp Director. In addition to the daily shift, lunch breaks will be assigned by the Head Counselor prior to the start of camp.
5. Summer camp staff are required to read the Summer Camp Staff Handbook and additional YWCA general employee handbook. These handbooks are reviewed at mandatory orientation sessions prior to the start of summer camp.
6. Recent medical form **MUST** be submitted with immunization history.

Name: _____

Address: _____

Phone & Email: _____

Position requested: _____

Resume submitted: [] Yes [] No

I have read and agree to the requirements for summer camp employment at the YWCA White Plains & Central Westchester.

Applicant Name/Signature: _____ Date: _____

Applicant Parent Name / Signature: _____ Date: _____
(if under 18 years of age)