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2011 Summer Employment Opportunities

Camp of Dreams is seeking motivated, creative, experienced applicants for summer camp counselor positions. **Applicants must be available to work at camp from June 19 to July 16, which includes one week of staff training and three weeks of camp.** Duties will include but are not limited to instructing 2 enrichment classes per day as well as being responsible for the daily living activities of campers aged 9-17 (approximately 8-10 campers per cabin).

Camp of Dreams is a Chicago-based program devoted to bringing uplifting, engaging, free educational programs to young people who might otherwise go without. Our project as a whole brings a wide range of activities to our participants in the areas of: Mind (Academics), Body (Health & Wellness), and Spirit (Character Development/ Cultural Awareness). Through our school year program and summer camp, our Dreamers are better able to make informed, healthy life choices and be well-rounded, active community members.

Required Qualifications:

- Desire and ability to work with children in an outdoor environment
- Experience working/volunteering with diverse populations, particularly youths from urban areas
- Ability to relate to one's peer group
- Ability to accept supervision and guidance
- Good character, integrity, and adaptability, enthusiasm, sense of humor, patience, and self-control
- Ability to pass a criminal background check
- High school graduate or equivalent and at least 18 years of age

General Duties:

- Guide cabin or unit groups and individual campers in participating successfully in all aspects of camp activities
- Develop opportunities for interaction between campers and staff
- Develop cabin or group activity plans with participants as appropriate and provide opportunities that allow each individual to experience success during camp
- Prepare for and actively participate in staff training, meetings, and supervisory conferences
- Set a good example for campers and others including cleanliness, punctuality, teamwork, sportsmanship, and respect for personal property, camp equipment, and facilities

Applicants should also possess and be able to foster in Dreamers the following traits or 7 C's:

Good Communication skills; Cultural awareness; Civic-engagement; Good self Care; sense of Community; College/Career Goals; and Good Character (i.e., independence, hope, accountability, etc...)

Positions Available:

Junior Counselor:

- *Education:* At least a High School Diploma/G.E.D.
- *Experience:* At least 1 year of camp experience as participant and/or counselor
- *Compensation:* Pay rates start at \$1,000/camp session depending on education level and experience
- *Specific Duties:*
 - Directly supervised by Assistant Camp Director; reports to Camp Director
 - Supervise all assigned aspects of the campers' day, including morning circle, cabin clean-up, meal times, rest hour, evening activities, bedtime preparations, and after-hours duty as assigned.
 - Help each participant meet the goals established by the camp for camper development
 - Develop/schedule evening group activities and assist in teaching or leading an activity, as assigned.
 - Submit all required reports on time

Senior Counselor:

- *Education:* Must have completed junior year of college/associate's degree or at least 21 years of age
- *Experience:* At least 2 years of camp experience as participant and/or counselor
- *Compensation:* Pay rates start at \$1,400, depending on education level and experience
- *Specific Duties:*
 - Directly supervised by Assistant Camp Director; reports to Camp Director
 - Supervise all assigned aspects of the campers' day, including morning circle, cabin clean-up, meal times, rest hour, evening activities, bedtime preparations, and after-hours duty as assigned.
 - Be responsible for the welfare of each individual in the cabin and assist any campers or junior staffers who may need help adjusting to camp environment
 - Mentor assigned junior counselors or counselors-in-training
 - Conduct or delegate responsibility for inspection of cabins and areas
 - Develop/schedule evening group activities and assist in teaching or leading an activity, as assigned.
 - Submit all required reports on time

Assistant Camp Director (males):

- *Education:* At least a bachelor's degree
- *Experience:* At least 2 or more years of camp experience, with personnel management experience preferred
- *Compensation:* Pay rates start at \$1,600
- *Specific Duties:*
 - Directly supervised by Camp Director
 - Be responsible for the welfare of all male campers and counselors and assist any campers or junior staffers who may need help adjusting to camp environment
 - Assist Camp Director in supervision, mentoring, and evaluation of jr./sr. counseling staff including at least 2 formal evaluations of staff and conducting other evaluations as necessary
 - Train and supervise counselors-in-training (CITs); i.e., lead CIT workshops, chaperone CIT activities, etc...
 - Visit cabins and classes regularly to interact with campers and schedule daily check-ins with staffers to help evaluate the camp programming
 - In the event a male counselor is ill or his employment is terminated, temporarily lead the cabin group's activities
 - Submit all required reports on time

Applications are available for download on our website at www.campofdreams.org. The deadline to submit applications is April 1, 2011. If you have any questions or concerns, please contact Jacquita Smith, Director of Programs & Operations at 312.649.5551 or e-mail: info@campofdreams.org.



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SUMMER EMPLOYMENT APPLICATION

PERSONAL INFORMATION:

NAME: _____ DATE OF BIRTH: _____ GENDER: _____
 PHONE #: _____ E-MAIL: _____
 MAILING ADDRESS: _____

GENERAL INFORMATION

The following information is needed by local, state, or federal authorities or due to insurance requirements that Camp of Dreams staff must be able to meet.

	YES	NO
Are you legally eligible for employment in the United States? (Proof may be required.)		
Do you have a Valid Drivers License? D.L. # : _____ State: _____ Exp: _____		
Have you ever been convicted of any crime, including child or sexual abuse? If yes, please explain:		
Are you life-guard certified? If yes, when does your certification expire?		
Are you CPR certified? If yes, when does your certification expire?		
Are there any limitations that would preclude you from 100% participation in our activities? (date conflicts, physical limitations, etc) If yes, please explain.		

EDUCATION HISTORY (Please list all schools and universities attended, with most recent listed first)

Dates Attended	High School or University	Major	Degree/Diploma

PAST EMPLOYMENT -Please attach a resume or c.v.

References:

Please list the names of three references. References should not be relatives and should have knowledge of your character and suitability to work with children from urban areas. *Please note that if accepted for an interview, we will need letters of recommendation from each of these references.*

Name	Relationship	Phone	E-mail

Please answer these questions on a separate sheet of paper:

1. Why are you interested in working at Camp of Dreams summer camp?
2. What experiences do you have working or volunteering with children from urban areas?
3. What do you hope to contribute by working at camp? What do you hope to gain?
4. What do you think will be the biggest challenges or difficulties you will face during camp?

What types of classes would you be interested in teaching at summer camp?

Counselors are required to teach two classes per day during camp. Please rank your preferred classes to teach (1-3) and then mark (X) by any other classes you would feel comfortable teaching. We offer classes in three areas: Mind (academic), Body (health & wellness), and Spirit (cultural awareness & character-building) and two separate age groups: 3rd-5th grade and 6th-8th grade. We may ask you to teach in any of these areas.

Mind

- Ceramics
- Jewelry
- Painting
- Paper Mache
- Drawing/Sketching
- Tie-dying
- Woodworking
- Knitting
- Math games
- Creative writing/English
- Conservation
- Flowers
- Forestry
- Animals/Insects
- Geology
- Astronomy
- Geography
- Baking/Cooking
- Journalism
- Photography
- Other: _____

Body

- Softball
- Basketball
- Floor hockey
- Fishing
- Parachute Games
- Ping Pong
- Soccer
- Volleyball
- Swimming
- Canoeing
- Kickball
- Lifeguarding
- Survival/camp skills
- Basic 1st Aid
- Other _____

Spirit

- Performance
- Drama
- Dance
- Drill/Stepping
- Poetry
- Spoken Word
- Music/Songwriting
- Piano
- Percussion
- Rap
- Singing
- Life Skills
- Storytelling
- Personal Development
- Other _____

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, union affiliation, or any other legally protected status.

ACKNOWLEDGE AND CERTIFICATION (Please read carefully.)

I understand that any offer of employment is contingent upon the receipt of a satisfactory report concerning my academic credentials, employment references, and background check. I certify that the information contained in this application is true, correct and complete. I understand that any false, omitted, or misleading information will disqualify me from consideration for hire and, if discovered after I am hired, will be grounds for termination. I understand that nothing in this employment application; in Camp of Dream's policy statements or personal guidelines; or in my communication with any Camp of Dreams member is intended to create an employment agreement with me. No promise regarding employment has been made to me, and I understand that no such promise or guarantee is binding unless it is made in writing and signed by the Director.

Signature _____

Date _____

FOR OFFICE USE ONLY:

Application	Phone Interview	Interview	Reference Check
Background Check	Signed Employment Agreement	W-4 Filled out	Info Into Quickbooks