



# Town of Old Saybrook

## Parks and Recreation Department

308 Main Street • Old Saybrook, Connecticut 06475 • Tel: 860 395-3152 • Fax: 860 395-3154

### CAMP STAFF APPLICATION

DATE \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
Street Town State Zip Code

CELL PHONE: \_\_\_\_\_ Are you 18 or older? \_\_\_\_\_ if no, are you 16 or older?  
\_\_\_\_\_

Email Address: \_\_\_\_\_

High School: \_\_\_\_\_ Graduated \_\_\_\_\_ (Y/N)

College: \_\_\_\_\_ Graduated \_\_\_\_\_ (Y/N)  
Major: \_\_\_\_\_ Minor: \_\_\_\_\_

AGE LEVEL PREFERENCE: Preschool \_\_\_\_\_ 1<sup>st</sup> – 5<sup>th</sup> grade \_\_\_\_\_ 6<sup>th</sup> – 8<sup>th</sup> grade \_\_\_\_\_

PREVIOUS EXPERIENCE: \_\_\_\_\_  
\_\_\_\_\_

REFERENCES: \_\_\_\_\_  
Name Address Telephone

\_\_\_\_\_ Name Address Telephone

Last Employer: \_\_\_\_\_  
Name Address Telephone

Dates of last employment: from: \_\_\_\_\_ to: \_\_\_\_\_

### Duties: See Back for description

I declare that all information given above is correct to my best knowledge.

\_\_\_\_\_  
Applicant Signature Date

\*\*\*\*\*Office Use Only\*\*\*\*\*

Date Hired \_\_\_\_\_ Hourly Wage \_\_\_\_\_ Shirt Size \_\_\_\_\_ Director \_\_\_\_\_

### Program requirements and information



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### **Junior Camp**

Monday – Thursday from 9:00AM – 12:00PM

Ages are 4yr old – Kindergarten

### **Summer Camp**

Monday – Friday from 9:00AM – 4:00PM

Grades 1<sup>st</sup> – 5<sup>th</sup> grade

### **6<sup>th</sup> – 8<sup>th</sup> Grade Camp**

Monday, Wednesday & Friday 9:00AM – 4:00PM

Grades 6<sup>th</sup> – 8<sup>th</sup> Grade

- Expected to be at all training and orientation meetings prior to start of program
- Follow all rules and regulations stated in Camp Staff Manual
- Must have prior experience working with children
- Staff t-shirts must be worn at all times
- All staff must be available for the all weeks of camp unless by mutual agreement
- Staff must arrive at program site no later than 8:45AM
- At least one staff must remain until all participants of camp program have been picked up.
- All staff members are expected to be friendly, kind, and courteous to all campers and Parents
- All Staff is expected to contribute ideas, plan and carry out activities
- All staff is expected to help with clean – up duties. This is a combined staff group effort.
- Must be able to ride on a bus
- Must be able to swim
- Must be on time and expected to work a full day
- All employees are responsible for care and proper use and storage of equipment
- Each person must fill out and sign weekly time sheet- list hours worked
- Daily staff meetings are designed to prepare staff for the day's activities and assignments also to discuss problems and/or good points of the day