



Dear Prospective Counselor-in-Training,

Interested in becoming a Summer Camp Counselor-in-Training?

Some highlights about the program:

- Destination Discovery is held for 6 weeks (June 30-August 7) at the Sandshore Elementary School on Sandshore Road in Budd Lake.
 - This is an all day camp program for children entering grades 1-8. Camp activities start by 9am and end at 3pm. Before care starts at 7am, Aftercare goes until 6pm. Children are divided into three age groups, Grades 1-2, 3-4 and Grades 5-8. We maintain a minimum staff to camper ratio of 1:15.
- The first step for any job, including volunteer positions is the application and interview.
 - Attached is our volunteer application. The applicant should fill this out (Parental guidance before completing it is fine). Under work experience, you could include babysitting experience, dog-walking, house sitting, lawn mowing, newspaper delivery, or volunteer work, etc. We want to get a feel for what kind of work you've done. You could also attach your resume. If you have a letter of recommendation, please include it too. Please email your application and supporting documents to Corey Kozimor at CKozimor@mtolivetwp.org.
 - We will call the best qualified applicants for interviews. Interviews are being held in March, after school.
 - Before coming to the interview, prepare – look at our website and see what Recreation does and what our camp themes are.
 - Think about what skills and strengths you have, and why you would be the best candidate for this program.
 - Think up some ideas for camp games, activities, themes and trips. The themes for each week are on our website: <https://rec.mountolivetownship.com>
 - You will be asked to give examples of how you handle difficult situations, such as problem solving with a camper who breaks a safety rule.
 - You will also be asked to give examples of some basic safety rules and how you would enforce them
 - You'll be asked to name some age appropriate games, and provide 2-3 easy to rules to get the campers started. You will also be asked to modify the game/activity to be inclusive, for a camper with a mobility challenge.
 - We are only accepting 1 candidate into the CIT Program this year.
- Once accepted, there will be paperwork to complete, including a physical that the state requires for staff working with children and several online trainings. We usually have at least 1 meeting in May or June with all the staff to plan out all the activities for the 6 weeks with your team mates.
- The CIT program will include an Orientation Day on Monday June 29th at 9am, followed by camp set-up.
 - The Orientation Manual will be given to each participant prior to this and should be read before coming to Orientation.
 - Just like the adult workplace, we have end of the season evaluations – by the staffer and supervisor. CIT's with excellent evaluations will be considered first in filling any vacant counselor positions for the next year.
- All volunteer staff must be certified in Basic First Aid. Classes are often held at Hackettstown Hospital and other locations.
- CIT's will be given the opportunity to volunteer for other Recreation Dept. Events, including the Raiders of the Lost Park Mud Run, Mt. Olive Week Carnival, the Fairy & Pirate Festival, Touch-a-Truck, etc.

I am looking forward to meeting you.

Sincerely,

Jill Daggon
Recreation Supervisor

Mt. Olive Recreation P.O. Box 450, Budd Lake, NJ 07828
973-426-7261 fax: 973-691-0550
www.mountolivetownship.com jdaggon@mtolivetwp.org



Mt. Olive Recreation Volunteer Staff Application

Position Applying for: _____ Date: _____

Name _____
(last) (first) (middle)

Present Address _____ Phone: (____) _____
City State Zip

Permanent Address: _____ Phone: (____) _____
City State Zip

Date of Birth: _____ Marital Status: _____ Nature of any physical limitations: _____

Education:

Circle years of school completed: 9 10 11 12 13 14 15 16 17 Degree(s): _____ Certifications: _____

School Name	Location	City & State	Dates attended:	Major course of study

Experience: (List service or work experience)

Employer	Address	Salary	Type of work

Volunteer Positions: (Position held in an Organization and type of work)

Organization	Contact	Phone	Position held	Type of work

References: (Not family members)

Name	Address	Phone	Occupation/Relationship

Other Qualifications:

List organizations, clubs, teams to which you belong:



List Recreation Activities that you could lead activities in:

List your hobbies and interests:

What experience do you have of the following age groups:

Pre-school (1-5 years old) _____

Elementary (6-10 years old) _____

Middle School (11-13 years old) _____

High School (14-17 years old) _____

College (18-21 years old) _____

Adults (21-64+ years old) _____

Are you currently certified in:

- | | | | |
|--|--|---------------------------------------|---|
| <input type="checkbox"/> Adult CPR | <input type="checkbox"/> Child CPR | <input type="checkbox"/> Infant CPR | <input type="checkbox"/> Professional Rescuer CPR |
| <input type="checkbox"/> Basic First Aid | <input type="checkbox"/> First Aid Fast | <input type="checkbox"/> AED | |
| <input type="checkbox"/> Babysitter's Training | <input type="checkbox"/> Pet First Aid | | |
| <input type="checkbox"/> Lifeguard Training | <input type="checkbox"/> Water Safety Instructor | <input type="checkbox"/> Other: _____ | |

What Publicity or Public Relations experience do you have?

Why do you want to work in this position?

Anything else you want to tell us? _____

Signature of Applicant