

# **2023 MONTVALE RECREATION SUMMER CAMP APPLICATION FOR**

## **\*NEW COUNSELORS ONLY\***

**MAIL OR DELIVER YOUR APPLICATION PACKET AND A SMALL PHOTO OF YOURSELF BY MARCH 1 TO:**

Montvale Borough Hall, ATTN: Recreation Department, 12 DePiero Drive, Montvale, NJ 07645

**APPLICANTS MUST BE AVAILABLE DURING THE BELOW DATES AND TRAINING:**

Monday-Friday June 26 - July 21 (Off July 3 & 4)

Summer Camp Counselor Hours

9:00am-2:45pm

Adventure Camp Counselor Hours

8:30am-2:45pm

Mandatory Counselor Training: June 23 12:00-4:00pm

### **New Counselor Interviews**

All NEW applicants must be interviewed. If Adventure Camp (Grades 6 & 7) is marked as your first preference on the application, please attend the Adventure Camp interview date.

**Summer Camp: Wednesday, March 8 between 4:30 and 6:30pm**

**Adventure Camp: Thursday, March 9 between 4:30 and 6:30pm**

All applicants will be interviewed on a first come, first serve basis. All interviews will be held at Borough Hall (12 DePiero Drive, Floor 2).

### **Summer Camp Directors**

Mrs. Loranger



Mr. Kevin



Mr. LoPresti



Mrs. LoPresti



### **Adventure Camp Directors**

Mrs. Carlisle Mrs. Daniel



APPLICANTS MUST FULLY COMPLETE THE BELOW APPLICATION THEMSELVES. APPLICATIONS THAT ARE FILLED OUT BY ANYONE OTHER THAN THE APPLICANT WILL NOT BE CONSIDERED.

Please email the Recreation Director with any questions:

Mrs. Loranger- [MontvaleRecreation@montvaleboro.org](mailto:MontvaleRecreation@montvaleboro.org)

\*Please feel free to keep this informational page and return the rest of the packet\*

## **Counselor in Training (CIT)**

This position is meant to be a learning experience for those interested in becoming an assistant or head counselor in the future. Individuals in this program are expected to observe and learn the roles and responsibilities of the higher-level positions within their assigned group and other groups, if the opportunity presents. The CIT program also allows for the opportunity to complete service hours for the community while working with kids and absorbing as much knowledge about being a counselor and working with children as possible. Throughout the summer, individuals must prove themselves responsible, patient, safety conscious, hardworking, a team player and capable of working with children, especially if they would like to apply for a counselor position in the future. Individuals who have completed the CIT program and therefore have experience working in camp, do get preference to a paid position in future as opposed to those that did not complete the CIT program. Completing the CIT program does not guarantee employment at camp in the future but it does give preference over applicants who have not completed the CIT program or worked at camp before.

## **Assistant Counselor**

An assistant's counselor role is to be a establish a comfortable physical, social and emotional environment for all campers in their group. The assistant counselor is also responsible for working collaboratively with the head counselor on development, direction and supervision of age-appropriate activities to include, but not limited to, group games, sports and water activities. Assistant counselors are also expected to build meaningful and appropriate connections with both the campers and other counselors in their assigned group. All counselors are expected to participate in the setup, cleanup and maintenance of camp equipment as well as the storage of equipment throughout the summer. Overall, assistant counselors are expected to play a supportive role both to the other counselors and each of the campers in their group and maintain a good working relationship with all other campers as well as camp staff.

## **Head Counselor**

The most vital role of a head counselor is to maintain safety as a top priority and follow all camp safety policies. Beyond safety, a head counselor is expected to organize and lead various small and large group activities that include all campers within their group and at times, another group as well. On a day to say basis, the head counselor will maintain daily attendance of each camper as well as their current whereabouts. As appropriate, the head counselor will mediate camper disputes and notify camp directors of any behaviors that warrant a camper being spoken with separately. A head counselor will need to be able to effectively communicate any problems or concerns that arise within the group to include staff concerns.

## **Group Leader**

A group leader's role at camp is to help campers and counselors adjust to camp and to each other with an emphasis in self-respect, respect for others, promotion of positivity, healthy friendships, and the establishment of strong camp partnerships. The group leader is always a positive role model who earns respect through action from campers and staff. A group leader also assists all staff members in enforcing camp rules and policies. Motivation of campers and counselors to enthusiastically participate in all camp activities and events is also expected. Active supervision and assistance with facilitation of camp programs is an everyday task of each group leader.

## **NEW COUNSELOR APPLICATION**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Email: \_\_\_\_\_ Birthdate: \_\_\_\_\_  
(month/day/year)

Address: \_\_\_\_\_  
(House Number & Street) (Town) (State, Zip)

Cellphone Number \_\_\_\_\_ Age (as of June 23): \_\_\_\_\_

Parent/Guardian Name & Phone Number: \_\_\_\_\_

Parent/Guardian Name & Phone Number: \_\_\_\_\_

Position applying for:

Head Counselor  Assistant Counselor  Counselor-in-Training (Volunteer)  
(8<sup>th</sup> graders are expected to complete the counselor-in-training program prior to applying for an Assistant or Head Counselor position)

Will you be able to work Monday-Friday 6/26/23-7/21/23 (Off July 3 & 4) and attend the mandatory training on 6/23/23?  YES  NO

Education

School	Current Grade

Camp or Related Experience & Other Employment (list most recent employment first)

Date	Camp or Company	Duration	Experience

References (Do not list relatives or those listed on this application)

Name	Phone	Relationship

Certifications

Type	Organization	Exp. Date

Activities: (Clubs, Athletics, etc.)

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## Questionnaire

1. What are the top three skills you possess that will prove to be an asset to the position you are applying for?

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2. Write a brief summary of past camp experience and/or training which will help make you an effective staff member.

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3. What is your favorite sport or hobby?

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4. Why do you want to work as a summer recreation counselor?

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5. What do you think are the top three qualities everyone who works with kids must have?

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6. What would you do at camp if you don't know the answer to a question?

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7. How would you expect a camper to benefit from an experience in your group?

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8. State qualities you possess that would ensure a positive working relationship with other counselors.

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9. Which age group do you prefer to work with? (Rank 1-4 with 1 being your first preference)

1<sup>st</sup>-2<sup>nd</sup> Graders

5<sup>th</sup> Graders

3<sup>rd</sup>-4<sup>th</sup> Graders

6<sup>th</sup>-7<sup>th</sup> Graders\*(Adventure Camp)

\*If you would like to work in Adventure Camp, please note the hours on the cover page.

10. Would you like to be considered for a paid setup/cleanup position at camp in addition to being a CIT or counselor?

(Applicants must be at least 14 years old to be considered for this position. Setup is 8:30-9:00am and 8:00-8:30 for Adventure Camp counselors. Clean-up hours are 2:45-3:15pm for all counselors.) If you are interested, please check off which position you would like to be considered for below:

Setup

Cleanup

Both Setup and Cleanup

### IMPORTANT

If you are hired for a **paid** counselor position AND are under 18 years old, working papers are required before you start camp. State law requires that campers and staff have a physical examination within a one-year period before arriving at camp and verification of this physical by your physician is required on your working papers. These working papers will be mailed to you with your employment acceptance letter if you are chosen as a **paid** counselor this summer. Working papers must be returned PRIOR to the start of camp.

I (applicant) certify that the information in this application is correct and completed only by the applicant themselves. By signing the below, I also acknowledge that I will adhere to/implement all camp standards and procedures to the best of my ability for the duration of my involvement in camp.

Signature of Applicant \_\_\_\_\_

Date \_\_\_\_\_

If applicant is under 18 years old, either a parent or guardian must additionally sign below and the attached acknowledgement waiver. The below signature indicates this application is made with full approval of parent/guardian.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Relationship to Applicant \_\_\_\_\_