

PARK RIDGE DAY CAMP COUNSELOR APPLICATION

Dear Applicant,

Thank you for your interest in working for the Park Ridge Day Camp! We are looking forward to a fun and challenging camp experience this year. It is our mission that all campers partake in activities that promote fitness and teamwork while keeping the days fun and enjoyable. To do this, we have made it a top priority to assemble a staff that shares this philosophy. We welcome the return of veteran staffers and encourage new applicants as well. Applications are due to Borough Hall by 4:00 PM on Friday, April 26th, 2024.

Once all applications have been reviewed, both new and returning candidates may be contacted for an interview. Rachel, our director will contact you regarding the interview. All requests for interviews are mandatory for job consideration. While every effort is made to notify applicants of employment status sooner rather than later, staff numbers are dependent on camp enrollment and may not be finalized until early June. **Returning applicants are not guaranteed a position.**

This year, camp will begin on **Monday, June 24th, 2024**. It will run through **Friday, July 26th, 2024**. All counselors will be required to arrive no later than 8:10 A.M. and will need to stay at camp until 12:15 P.M.

Lastly, there is a mandatory orientation session on Wednesday, June 19th, 2024 from 5-7 PM, which all counselors are required to attend. Rain date will be Thursday, June 20th.

If you are interested in being part of the Park Ridge Summer Day Camp family for the 2024 season, please **complete the enclosed application and return it to Borough Hall by Friday, April 26th, 2024 at 4:00 PM.** Should you have any questions and/or require any additional information, please do not hesitate to contact us at the email listed below. We look forward to meeting you!

Sincerely,

Rachel Avery Park Ridge Day Camp Director
summercamp@parkridgeboro.com

PARK RIDGE DAY CAMP COUNSELOR APPLICATION

Application for Counselor For Park Ridge Day Camp 2024

ALL APPLICANTS ARE TO SUBMIT THEIR COMPLETED APPLICATIONS BY
Friday, April 26th TO BOROUGH HALL

CAMP WILL BE HELD FROM

***June 24th THROUGH July 26th FROM 8:10am - 12:15pm**
*Contact PARK RIDGE BOROUGH HALL AT 201-573-1800 with any questions
or email at summercamp@parkridgeboro.com*

***Position applying for:**

8th grade unpaid CIT (Counselor In Training) _____ **Grades 9-college (Counselor) _____

** (9th graders MUST be 14 years old by 6/24/24. Working papers are required)

Name _____ Application Date _____

Address _____ Phone _____

Grade Entering in September 2024 _____ Age: _____ Birthday _____

Counselor Email Address _____ Group Preference: Grade _____ (B / G)

Group assignments are determined at the discretion of the camp director

Parent/Guardian Email Address _____ Parent/Guardian Phone _____

WORK EXPERIENCE (check all that apply)

Prior PR Camp Experience _____ CIT _____ 9TH _____ 10TH _____ 11TH _____ 12TH _____ college

I was a PR camper _____

Work Experience:

Description _____

Reference Name _____ Phone _____

Description _____

Reference Name _____ Phone _____

Teacher Reference:

Name _____ email _____

Special interests and abilities (i.e., art, drama, sports, hobbies)

Why do you want to work for Park Ridge Day Camp?

Camp will run from Monday, June 24, 2024, to Friday, July 26, 2024. Camp will not be in session on Monday, July 4th (Independence Day observation).

Please be advised that counselor attendance is mandatory for each day of the camp season.

Please read, initial each line item, and sign at the bottom.

I understand and agree to the following:

_____ I understand that I am required to work every camp day from 8:10 AM – 12:15 PM.

_____ On Mondays I am required to come at 8:00 AM for a weekly staff meeting.

_____ As a condition of my employment, I am required to attend orientation on Wednesday, June 19, 2024, from 6:00-8:00 PM (Thursday, June 20th Rain Date)

As a condition of my employment, I may be required to attend a Zoom interview. Leah will reach out regarding date and time.

_____ I can commit to all 24 days on the camp schedule.

_____ I certify that I (am/will be) 14 years of age by June 24, 2024. (Counselors ONLY)

I agree to provide working papers with a physician signature and a W-2 as a condition of my employment (required for counselors ages 14-17) or a W-2 and an I9 criminal background check as a condition of my employment (required for counselors ages 18 and over) **All paperwork should be submitted directly to borough hall by Friday, June 7, 2024** if an employment contract is offered to you after an interview.

Park Ridge Recreation reserves the right to accept or deny all applications and/or dismiss/replace a counselor at any time.

Applicant's Signature

Staff Shirt Size (Adult sizes)

Stipend Guide

Position (Grade entering in Sept. 2024)	Stipend
8th Grade CIT	Volunteer
9th Grade Counselor	\$350
10th Grade Counselor	\$450
11th Grade Counselor	\$550
12th Grade Counselor	\$650
College Counselor	\$750

\$25 will be added to your stipend for each **consecutive** summer of employment beginning in 9th grade and will include CIT volunteer work. For example, a 9th grader who volunteered as a CIT the previous summer will add \$25 to the 9th grade stipend for a total of \$325. A 10th grader who worked as a counselor in 9th grade and as a CIT will add \$50 to the 10th grade stipend for a total of \$. The maximum bonus allowance is 5 or a total of \$125.

**Details, times, and dates are subject to change.*