

Celebrating the 125th Anniversary of Park Ridge!

# PARK RIDGE DAY CAMP COUNSELOR APPLICATION

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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. For those applicants who are new to PRDC, we'd like to take this opportunity to introduce ourselves and share our excitement about the upcoming summer day camp program.

Park Ridge Day Camp Director, Leah Sinisi, is excited to be returning for her 4th summer. Leah is a classroom teacher for Tenafly Public Schools and holds state certifications for both teaching and educational administration. Renee Shultz, Assistant Director, is returning for her third summer. Renee previously worked as our head counselor and is a classroom teacher for Glen Rock Public Schools. We also welcome Leigh Ann Cusack, Assistant Director. Leigh Ann is a longtime classroom teacher for Tenafly Public Schools and is an experienced enrichment camp director. Finally, we are excited to introduce Alison Ciarletta, Head Counselor, to our team of administrators. Alison has been a camp counselor for five years and attended as a camper prior to working on our team. Together, they bring more than 40 years of experience in education and embrace the concepts of honesty, integrity, teamwork and sportsmanship. They strive to establish a safe and positive camp experience for each and every child.

It is our mission that all campers partake in activities that promote fitness and teamwork while keeping the days fun and enjoyable. In order 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, 2019.**

Once all applications have been reviewed, both new and returning candidates may be contacted for an interview. This year, interviews will take place on **Thursday, May 2nd and Thursday, May 9th (6:00 – 8:00 PM)**. 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, July 1, 2019**. It will run through **Friday, August 2, 2019**. 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 Tuesday June 18<sup>th</sup>, 2019 from 6-8 PM, which all counselors are required to attend.**

If you are interested in being part of the Park Ridge Summer Day Camp family for the 2019 season, please **complete the enclosed application and return it to Borough Hall by Friday, April 26<sup>th</sup>, 2019 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,  
Leah Sinisi  
Park Ridge Day Camp Director  
[summercamp@parkridgeboro.com](mailto:summercamp@parkridgeboro.com)

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

# PARK RIDGE DAY CAMP COUNSELOR APPLICATION

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## Application for Counselor For Park Ridge Day Camp 2019

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

CAMP WILL BE HELD FROM

**\*July 1st THROUGH August 2nd FROM 8:10am - 12:15pm**

Contact PARK RIDGE BOROUGH HALL AT 201-573-1800 with any questions  
or email at [summercamp@parkridgeboro.com](mailto:summercamp@parkridgeboro.com)

**\*Position applying for:**

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

**\*\* (9<sup>th</sup> graders MUST be 14 years old by 7/1/19. Working papers are required)**

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

Address \_\_\_\_\_ Phone \_\_\_\_\_

Grade Entering in September 2019 \_\_\_\_\_ 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 \_\_\_\_\_

**WORK EXPERIENCE (check all that apply)**

Prior PR Camp Experience \_\_\_\_\_ CIT \_\_\_\_\_ 9<sup>TH</sup> \_\_\_\_\_ 10<sup>TH</sup> \_\_\_\_\_ 11<sup>TH</sup> \_\_\_\_\_ 12<sup>TH</sup> \_\_\_\_\_ 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)

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

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Camp will run from Monday, July 1, 2019 to Friday, August 2, 2019. Camp will not be in session on Thursday, July 4th and Friday, July 5th (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 Tuesday, June 18, 2019 from 6:00-8:00 PM

\_\_\_\_\_ As a condition of my employment, I may be required to attend an in-person interview on Thursday, May 2, 2019 or Thursday, May 9, 2019 between the hours of 6:00 and 8:00 PM.

\_\_\_\_\_ I am able to commit to all 23 days on the camp schedule.

\_\_\_\_\_ I certify that I (am/will be) 14 years of age by July 1, 2019. (Counselors ONLY)

\_\_\_\_\_ I agree to provide working papers and an up-to-date medical form as a condition of my employment. **All working papers are to be submitted directly to borough hall by Friday, June 14, 2019.** Working papers and a physical are required for counselors 14 to 17 years of age.

\_\_\_\_\_ If 18 years of age or older, I must fill out an I9 criminal background check form.

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

**Applicant's Signature** \_\_\_\_\_ **T- Shirt Size** \_\_\_\_\_

## Stipend Guide

<b>Position (Grade entering in Sept. 2019)</b>	<b>Stipend</b>
8th Grade CIT	None
9th Grade Counselor	\$300
10th Grade Counselor	\$400
11th Grade Counselor	\$500
12th Grade Counselor	\$600
College Counselor	\$700

\$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 \$450. The maximum bonus allowance is 5 or a total of \$125.

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