



PARK RIDGE DAY CAMP

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 resident, Cheryl Shaw is thrilled to be returning for her fourth year as Day Camp Director. As a child, Cheryl attended the Park Ridge Day Camp and subsequently worked as a camp counselor. Currently, she is a second grade teacher in the Tenafly Public Schools. She has previously taught grades 3, 4, 5 and served as District Technology Coordinator for another school district. Cheryl is the proud parent of two fabulous children. She is an energetic and resourceful individual, committed to the evolution and expansion of the Park Ridge Day Camp Program.

Leah Sinisi and Ashley Arroyo will be joining our program this year as Assistant Directors.

Leah comes to us with many years experience as an elementary school teacher and private tutor. She is currently working as a mathematics interventionist for the Franklin Lakes Public Schools and will be working on a second Masters in Educational Leadership from Montclair in the fall. Leah is also the proud mom of a soon-to-be kindergartner!

Ashley is excited to begin working with the Park Ridge Day Camp. Ashley has worked at several camps as a counselor, activity leader, and teacher of Spanish and English as a Second Language. Currently, she is a high school Spanish teacher in the Pascack Valley Regional High School District. Ashley has her Master's degree in the Teaching of English as a Second Language, and is pursuing a second Masters degree in Educational Administration. She is an enthusiastic and creative individual, who is looking forward to a great summer!

Cheryl, Leah and Ashley are committed to establishing a safe and positive camp experience for each and every child. In order to do this, we have made it our top priority to assemble a staff that shares this philosophy. We welcome the return of our veteran staffers and we encourage new applicants, as well. Applications are due to Borough Hall by **Friday, April 22nd, 2016**.

Once all applications have been reviewed, you may be contacted for an interview. This year, interviews will take place on Thursday, May 5th (5:00 – 9:00 PM) and on Tuesday, May 10th (5:00 – 9:00 PM). While we will make every effort to notify applicants sooner rather than later, staff numbers are dependent on camp enrollment and may not be finalized until early-June. This year, camp will begin on Monday, June 27, 2016. It will run until Friday, July 29, 2016. All counselors will be required to arrive at 8:00 A.M. and will need to stay at camp until 12:15 P.M. Lastly, there is an orientation session on June 23th, 2016 from 4-7 PM, which all staff are required to attend. Some counselors may be asked to arrive as early as 2:45PM for the Kindergarten Social which will take place before orientation. This is at the discretion of the directors. A second orientation date may be added. This date will be made available before any offer of employment is made and/or accepted.

If you are interested in being part of the Park Ridge Summer Day Camp family for the 2016 season, please complete the enclosed application and return it to Borough Hall by **Friday, April 22nd, 2016**. 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,
Cheryl Shaw, Leah Sinisi and Ashley Arroyo

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



PARK RIDGE DAY CAMP

Application for Counselor For Park Ridge Day Camp 2016

ALL APPLICANTS ARE TO SUBMIT THEIR COMPLETED APPLICATIONS BY
Friday, April 22nd TO BOROUGH HALL

CAMP WILL BE HELD FROM

*JUNE 27th THROUGH July 29th FROM 8:30 - 12:00

CONTACT PARK RIDGE BOROUGH HALL AT 201-573-1800 for any questions or email at
summercamp@parkridgeboro.com

***Position applying for:**

8th grade unpaid CIT (Counselor In Training) _____ **Grades 9-12 (Counselor) _____

** (9th graders MUST be 14 years old on/before 6/27/16. Working papers are required!)

Name _____ Date _____

Address _____ Phone _____

Grade Entering in September 2016 _____ Age: _____

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

WORK EXPERIENCE (check all that apply)

Prior PR Camp Experience ____CIT ____9TH ____10TH ____11TH ____12TH ____Camper

Childcare Experience

Name _____ Phone _____

Name _____ Phone _____

Other Work Experience

Name _____ Phone _____

Name _____ Phone _____

Teacher Reference:

Name _____ email _____

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

Camp will run from Monday, June 27, 2016 to Friday, July 29, 2016. Camp will not be in session on Monday, July 4, 2016 (Independence Day observation). **While every effort is made to schedule field trips during camp hours, there may occasionally be an extended day field trip. Counselor attendance is mandatory.**

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 8:15 am – 12:15 pm.

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

_____ As a condition of my employment, I am required to attend 1-2 orientation days; for no more than 8 hours in total.

_____ I am able to commit to all 29 days on the camp schedule.

_____ I certify that I (am/will be) 14 years of age by June 27th, 2016. (Counselors ONLY)

_____ I agree to provide working papers and an up to date medical form as a condition of my employment. I understand that I can hand these in at orientation, or submit them directly to borough hall **by June 15th, 2016**. 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 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** _____