

CAMP CUBBER SUMMER 2019 - EMPLOYMENT PACKET



Thank you for your interest in working for Camp CUBBER this summer! We have done everything possible to make this the best summer yet for our campers, our families, and our staff team. Applications are accepted beginning **March 1, 2019**. Applications will be accepted until all positions are filled with preference / priority going to applications returned by **April 26, 2019**.

Completed application packets may be returned:

- By email to starsandcomets@phumc.net
- By fax to (727) 683 - 2590
- By mail to 1551 Belcher Rd. Palm Harbor, FL 34683
- Or in person during regular office hours (regular office hours during the school year are 7:30 AM - 9:30 AM and 1:30 PM - 5:30 PM)

Important things to note about Camp CUBBER and expectations for summer 2019 staff members:

- Applicants must be at least 18 years old and have completed high school (except for express staff / support staff, who must be at least 16 years old and be enrolled in high school).
- Summer 2019 will run for 9 weeks, from June 3 - August 2. During the 9 weeks there will be 2 weeks with adjusted work schedules / varied hours. The week of June 10 is known as Vacation Bible School (VBS) Week and staff may work varied (or fewer) hours because campers will participate in VBS from 9:30 AM - 12:30 PM and regular camp staff will not work during most of that time. Also, the week of July 1 camp will be closed on Thursday, July 4 and Friday, July 5 in observance of the Independence Day holiday.
- Potential staff should be able to commit to all (or nearly all) 9 weeks as well as all required training. Staff are allowed to take up to 8 days off during the summer, but time off must be pre-approved and will be granted on a first come, first served basis. The best way to guarantee needed time off is to list it on your application or notify us at the time of your interview.
- There is mandatory training required. Training hours will be paid.
 - New Staff Orientation / Training - This training will last approximately 1.5 hours and will be offered on two dates (*hired staff may select which date works best for them*)
 - All Staff Orientation / Training - This training will last approximately 4.5 hours and will be on Friday, May 31 @ 12:30 PM
- All applicants will be fingerprinted, screened, reference checked, and thoroughly background checked prior to official hire.
- Should you have a child or children who are eligible to attend Camp CUBBER (a rising K - 8th grade student), they will be able to do so at an extremely discounted rate. Applicants with children eligible to attend Camp CUBBER should complete a camper registration packet **AFTER HIRE unless you intend to sign your child up for camp regardless of hire.**
- Camp CUBBER is a Christian summer camp and potential staff should work well in a team atmosphere, have a positive attitude, be flexible and dependable, and exhibit a lifestyle of Christian values and beliefs.

Thank you for taking the time to apply to work with Camp CUBBER for summer 2019. We look forward to receiving your application and hopefully setting up an interview to follow (sometime in April / May). Thanks and God bless,

Chris Steurnagel

Director, Camp CUBBER: A ministry of Palm Harbor United Methodist Church

CAMP CUBBER SUMMER 2019 - EMPLOYMENT APPLICATION

APPLICANT INFORMATION:

Full Name of Applicant: _____

Address: _____

Date of Birth: _____ Cell Phone: _____

Social Security #: _____ Email Address: _____

Person to contact in event of emergency: Name: _____

Address: _____ Phone: _____

EDUCATIONAL EXPERIENCE:

High School Name: _____ City: _____ Year of Grad: _____

College Name: _____ City: _____ Year of Grad: _____

College Name: _____ City: _____ Year of Grad: _____

List Any Applicable Training (First Aid / CPR, DCF Child Care Training, CDA, Teacher's Certifications, etc.):

ADDITIONAL INFORMATION:

If currently enrolled in college:

Date back in local area (or last day of class if local): _____ Date of expected return: _____

Any college classes (days and times) during the summer: _____

If currently employed as teacher, paraprofessional, or school support staff:

Date released from school year employment: _____ Date of expected return: _____

Dates of any anticipated required trainings for school year employment: _____

Other known time off to be requested during the summer (vacations, mission trips, family needs, health reasons / medical procedures, etc.):

Date(s): _____ Reason: _____

Date(s): _____ Reason: _____

FIVE YEARS PREVIOUS WORK EXPERIENCE: (use back of sheet if additional space is needed)

Employer: _____ Employed (Month/Year) From: _____ To: _____

City/State: _____ Telephone: _____

Position Held: _____ Supervisor: _____

Employer: _____ Employed (Month/Year) From: _____ To: _____

City/State: _____ Telephone: _____

Position Held: _____ Supervisor: _____

Signature of Applicant: _____ **Date:** _____

CAMP CUBBER SUMMER 2019 - EMPLOYMENT QUESTIONNAIRE

1. What part of working with children do you enjoy the most?

2. What part of working with children do you find the most challenging?

3. What are some of your strengths and weaknesses?

4. What are some of your short term and long term personal goals?

5. What are some Christian values, personal values, or aspects of your faith that you would try to incorporate into your time with our campers?

6. Describe a time (personal or professional) when you felt you showed you were dependable.

7. In your opinion, what are some appropriate forms of positive behavior reinforcement and discipline / redirection of camp students?

Positive Behavior Reinforcement: _____

Discipline / Redirection: _____

CAMP CUBBER SUMMER 2019 - STAFF POSITIONS LIST

Please mark any / all positions you would like to be considered for. Position and class descriptions can be found on the left hand side of the staff 2019 page: <https://www.cubber.org/our-staff-1>

PLEASE NOTE: Camp administration is still determining needed positions at this time. Some of the positions and shifts listed MAY NOT be available once interviews and hiring begin in April. Available positions will be based on the return of camp staff from prior summers and overall camp enrollment. Also, returning staff are given first option for shift preference, so being available for multiple shift options will dramatically increase your chances of hire as a new staff member.

Afternoon Shift Group Leaders (approx. 30 - 32.5 hours per week)

Primary hours 12:30 PM - 6:00 PM with additional hours on field trip day(s)

_____ K - 1st Grade _____ 2nd - 3rd Grade _____ 4th - 5th Grade _____ 6th - 8th Grade

Floating Shift Group Leaders (approx. 30 - 32.5 hours per week)

Primary hours will vary daily / weekly but will be scheduled in advance Shifts will include all of the following: 7:30 AM - 1:00 PM, 10:00 AM - 4:00 PM, and 12:30 PM - 6:00 PM at times during the summer with additional hours on field trip day(s). Must be able to commit to ALL of the above referenced shifts to be considered for this position.

_____ K - 1st Grade _____ 6th - 8th Grade

Support Staff

_____ ESE Aide: Circle desired grade levels: K - 1st Grade 2nd - 3rd Grade 4th - 5th Grade
Primary hours 9:00 AM - 4:00 AM

_____ AM Sign In Staff / Concierge
Primary hours 7:00 AM - 9:30 AM

_____ Field Trip Driver (CDL Class C with P Endorsement Required)
Primary hours and days vary by week but are scheduled in advance

_____ Cafeteria Staff
Primary hours 10:15 AM - 2:15 PM

_____ Express Team Member / Runner
Primary hours 7:00 AM - 9:30 AM OR 3:30 PM - 6:00 PM

Classroom Teachers (approx. 30 hours per week)

Primary hours 10:00 AM - 4:00 PM with possible additional hours on field trip day(s)

_____ Art: 6th - 8th Grade

_____ Creative Writing & Reading:
(Circle desired grade levels) 2nd - 3rd Grade 4th - 5th Grade 6th - 8th Grade

_____ Faith, Character Values, and Group Games
(Circle desired grade levels) 2nd - 3rd Grade 4th - 5th Grade

_____ Music & Drama (4th - 5th Grade)

_____ Science Discovery / STEM
(Circle desired grade levels) 2nd - 3rd Grade 4th - 5th Grade

_____ Sports & Recreation
(Circle desired grade levels) 2nd - 3rd Grade 4th - 5th Grade