

Music, Art, and Dance Camp



2018 Counselor Expectations:

Prior to Camp:

- Attend the walk through and in-service training of staff counselors. This will take place on a Sunday, July 8 from 2-5 pm at Memorial Baptist Church, 1120 Madison St.
- Assist with the moving of supplies and equipment, classroom set ups, and facility decoration on Sundays, July 15th and Sunday, July 22nd. The move will start at around 2pm both Sundays and will finish no later than 6pm.

Week of Camp:

- Work 7:15am-5:30pm the week of camp (July 16-20 and/or 23-27, 2018)
- Attend any group functions the week of camp to include, but not limited to, the final performance on Friday.
- Interact with children and parents throughout the week.
- Assist Instructors and Counselors as needed in student guidance, facility maintenance, and conflict resolution.
- Help supervise classes, outside play, lunches, snack times, large group activities, and bathroom breaks.
- Help with other camp responsibilities as needed, including but not limited to arts and crafts, organization of supplies, and cleaning.
- Take primary directions from the MAD Camp Administrator (Anna) and secondary directions from all other adults as needed.
- Talk honestly with the camp administrator about any problems so we can work towards resolution.
- Participate in morning meetings with Anna at 7:15am to discuss prior day difficulties & any daily changes that may be needed.
- Take your break when scheduled.
- Communicate with teachers if you need to leave the room for any reason. Report to Administrator first for reassignment if the teacher dismisses you.
- Complete daily sign in/out form for counselors by check in table. Final gifts will be based upon hours logged as well as work ethic.

Post Camp:

- Participate in wrap up meeting and dinner at the conclusion of camp on Friday.
- Assist with clean up and disassembly of camp Friday evenings until 8pm.
- Offer feedback to staff regarding camp experiences and suggestions so we can improve our services.

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New Counselor/Intern Application

I am applying to be a: (check one)

- Junior Counselor (ages 13-16)
- Senior Counselor (ages 16+)
- Intern (ages 18+ with experience, training or courses in related fields)

Full Name: _____ Preferred Name: _____

Birth Date: _____ Age (as of 7/16/2018): _____

Parent/Legal Guardian Name: _____

Address: _____

Home Phone: _____ Cell: _____

E-mail address: _____

What is the best way to contact you? (circle one) home phone cell email text

Do you have a Facebook account and may we friend you? Yes No User Name: _____

T-shirt size: (Adult 100% cotton) Small Medium Large X-Large 2XL 3XL 4XL

Preference of ages to work with (4-5, 6-7, 8-9, 10-12) 1st choice _____ 2nd _____ 3rd _____

Do you have any extra-curricular activities (including jobs) that may conflict with camp meetings or responsibilities? If so, please explain and give dates and times that may be conflicting.

Returning counselors only need to complete the first page of the application and return to the address found on the 2nd page of application.

- Check box if you need a letter of recommendation or confirmation of hours worked

****Applications should be received no later than May 31, 2018.**

Please tell us about your experiences with children or your experience with a related field pertaining to camp. You may attach additional pages for any of the application process.

References: Please provide contact information for 3 references. We are looking for people who can vouch for your character, work ethic, and ability to work well with children and co-workers. *No more than one of your references may be a relative.*

1. Name: _____
Relationship to applicant: _____
Address: _____

Phone number: _____
E-mail: _____
2. Name: _____
Relationship to applicant: _____
Address: _____

Phone number: _____
E-mail: _____
3. Name: _____
Relationship to applicant: _____
Address: _____

Phone number: _____
E-mail: _____

Please send completed application to:

Music, Art, and Dance Camp
c/o Anna Penn, Administrator
1031 Carol Street
Jefferson City, MO 65101
417-894-5751

**Interviews for new counselors will be held
by appointment only.**