

2019 SUMMER DAY CAMP COUNSELOR EMPLOYMENT APPLICATION

Please type or print clearly

Name: Last		First	Middle Initial	UNO Student ID # or SS#
Date of Birth (mm/dd/yyyy)	Age	Will you be taking summer classes at UNO? (including online classes)		Please attach a copy of your current student ID or state ID.
Year in College	Overall GPA	Major		
Email Address				
Home Phone		Cell Phone		
Address (Street Name and Number)			City	State Zip

Employment History (Please list your employment history for the past two years; in descending order.)

Location	Job Title	Supervisor	Dates
Phone	Duties		
Location	Job Title	Supervisor	Dates
Phone	Duties		
Location	Job Title	Supervisor	Dates
Phone	Duties		

Personal References (Please list two personal references; other than family.)

Name	Relationship	Phone	Dates Known
Name	Relationship	Phone	Dates Known

Please explain your experience and qualifications for camp counselor position.

Please rate your knowledge/skill level in the following activities on a scale of 1 to 5 (1 = no knowledge)

Softball	_____	Flag Football	_____	Volleyball	_____
Basketball	_____	Soccer	_____	Wallyball	_____
Swimming	_____	Track & Field	_____	Aerobics	_____

Your rating answers above are not used to determine employment as a camp counselor.

Don't forget to fill out both sides!

SUMMER DAY CAMP COUNSELOR JOB DESCRIPTION/CONTRACT AGREEMENT

General Responsibilities:

First and foremost, counselors are responsible for the safety and well being of all campers. At all times, counselors should present themselves as positive role models and be enthusiastic. Counselors must be supportive of instructors and camp administrative staff. Counselors are expected to maintain open lines of communication with administrative staff and to work cooperatively with other group counselors.

Specific responsibilities include but are not limited to:

1. Model good sportsmanship during all activities through enthusiastic, non-competitive participation.
2. Teach all skills through participation or by working with small groups.
3. Supervise drop-off and dismissal according to counselor schedule.
4. Maintain discipline during each activity & lead group between activities in an orderly and timely manner.
5. Follow and administer discipline procedures according to UNO Summer Day Camp policy.
6. Keep accurate attendance records each morning.
7. Supervise group in the locker room before and after swimming.
- 8. Directly supervise all recreational swim time.**
9. Assist in preparation (set-up & breakdown) of water stations for breaks according to group schedule.
10. Supervise lunch activities by remaining with your group at all times.
11. Attend Counselor meetings as scheduled.
12. Be available during the entire camp day from 7:30am - 5:30pm.
13. It's against UNO policy to work more than 20 hrs/wk while taking classes. It is your responsibility to inform the Camp Director if enrolled for Summer; including online classes.
14. Be available to work during Before and/or After Camp Supervision as assigned.
15. Vacation request will be considered, but approval for time off during camp is NOT guaranteed.

Should I, _____ be offered a position as counselor for the Department of Recreation and Intramural Sports, with the Summer Day Camp, I agree to adhere to the responsibilities listed above, as well as, agree to execute them to the best of my ability.

Signature

Date

Application deadline is SUNDAY, APRIL 21st by 3:00pm.

You must be a high school graduate or older to apply. Please fill out application, attach a current photo of yourself and return it to the Recreation and Fitness Center or you can mail it to:

Recreation and Fitness Center
The University of New Orleans
2000 Lakeshore Drive
New Orleans, LA 70148
Attn: Kassie Thibodeaux