Town of Rotterdam

Town of Rotterdam - Summer Camps Program
Employment Application for Recreation Specialist (Camp Counselor)

Requirements in order to be considered for a position as a Recreation Specialist (Camp Counselor):

1. **High school graduate.**
2. **Planning to attend or are currently attending college.**
3. **Commit to working for the one week of staff training (6/27 – 7/1) and six weeks of camp operation from 7/5 – 8/12/16**

If you have worked in the Summer Recreation Parks Programs for **three (3) summers**, you may not be re-hired. Our goal is to provide college students the opportunity to work a summer position in their field of interest. *Application must be filled out completely to be considered. All applicants **must** be graduated from high school entering their freshman year in college.* Please **return** this application to: **Town of Rotterdam Recreation Department, 2639 Hamburg Street, Rotterdam, NY 12303.** Applications may also be faxed to (518)280-3944 or by e-mail to mcollins@rotterdamny.org. **Please submit by April 1, 2016.**

Available Recreation Specialist Positions – check desired position(s).

P.R.E.P. Specialist: Works 4 hours per day, Monday - Friday, 8:30 AM – 12:30 PM - $9.00 per hour - 7 weeks of employment
( ) P.R.E.P. Specialists work at the Town's preschool recreational education program – a preschool program for children ages 3-5. **Applicant should be enrolled in elementary/secondary education courses or a related field.** This program is held on the third floor at the Rotterdam Senior Citizen Center.

R.A.P. Specialist: Works 4 hours per day, Monday - Friday, 8:30 AM – 12:30 PM - $9.00 per hour - 7 weeks of employment
( ) R.A.P. Specialists work at the town's recreational activity program, a structured program for children ages 6-8. **Applicant should be enrolled in elementary/secondary education courses or a related field.** This program is held at the Pinewood Elementary School.

Sports Camp Specialist: Works 6.5 hours per day, Monday - Friday, 8:30 AM – 3:30 PM - $9.00 per hour - 7 weeks of employment.
( ) Camp Specialists work at the town's summer sports camp for children ages 9-12. **Applicants should be enrolled in elementary/secondary education courses or a related field.** This program is held at Draper Middle School.

Name				Home Phone	
Address				Cell Phone	
Date of Birth		Age		E-mail Address	
Have you previously worked for the Rotterdam Summer Camps?				How many summers?	
If so, which camp (s)?				T-Shirt Size – Men's - S M L XL XXL	
High School attended				Year graduated	
College attending				Current grade	Major
Certifications: CPR / AED / First Aid	Yes No			Organization	Expiration Date

References – please provide **two**.

Name		Address		Phone	
Name		Address		Phone	

Town of Rotterdam

Dear Summer Recreation Applicant:

If you have applied for a position in the P.R.E.P., R.A.P. or Summer Camp Program, you must complete the bottom portion of this form and return it with your application.

PLEASE RETURN THIS PORTION TO:
Rotterdam Recreation Department
2639 Hamburg Street
Rotterdam, NY 12303

1. Please provide your full name (print) and social security number:

   Name: _____ SS#: _____

   The requirements for a P.R.E.P., R.A.P. or Summer Camp Instructor as stated on the application are "Applicant should be enrolled in elementary/secondary education courses or related field". In the space below please describe in one or two paragraphs your courses related to the education field and any experience you have in this field that would qualify you for this position.

   _____

   _____

   _____

   _____

   _____

   _____

   Please be aware that if qualified, this office will place you in the program we feel you will be most suited. Once we have received this information you will be contacted for an interview. Please indicate when you will be available.

   I will be available for an interview after _____. I can be reached by telephoning _____ or my e-mail _____.

Sincerely,

Mollie Collins, Project Coordinator
Recreation and Senior Programs