

Summer camp staff application form 2011

Camp Happy Dayz (grades 1 to 6), Teen Spirit

Smiley Bunch Pre-K and Kindergarten camp, Ball Hockey Camp

(Minimum age to apply is 16 years old/secondary 4) Need Info? 514.648.6421

*****NEW DEADLINE: BY MONDAY, APRIL 11TH. 8PM. DROP IT OFF AT YLC IN RDP *****

"Work in the image of Don Bosco, make new friends, develop leadership skills and learn more about yourself!"

Name:		
Address:		Postal Code:
Do you live in R.D.P?		
Email: (Print clearly)		
Social Insurance Number:	Medicare Number:	Birthday Day: Month: Year:
Home Phone:	Cell Phone:	Age:
School:	Program of study:	If in High school, write grade:
Workplace:	Occupation/what do you do?	
Are you planning to go on vacation?	When? (Note: We give priority to those who can commit to at least 5 weeks)	
Were you referred by someone?	Name of person And position:	Phone:
Are you certified First Aid?	If yes. When does it expire?	Type?

Please read carefully!

- **All contracts are for 30 paid hours with a 10 hour "volunteer / generosity" clause for a total of 40 hours per week.**
- You will be responsible for the animation of the "FaithSpace" lesson to your group (lesson plan provided).
- Starting salary is the minimum wage set by law. Different salaries for different positions (Assistants, Animators, Coordinators, etc...).
- The city law requires all new staff to take part in a two day first aid training program. We will cover some of the fee (Returning staff 1 day).
- **Please STAPLE to application**, a recent photocopied school transcript (city protocols). Please black out your marks.
- All new staff (18 years over) will be subject to a police check.
- You must be 16 years old once camp begins to be considered a paid staff (City regulations).
- Camp formation will begin on Tuesday, April 12th. They are mostly on Tuesday nights and are compulsory.
- As part of your training program, you will be required to have a leadership presence at one of the YLC's big events. You have the choice of the Fashion Festival on Sunday, May 8th or our Street Ball Hockey tournament on Saturday, May 21st. Both are full day requirements.
- There is also a SLR (Salesian Leadership retreat) weekend scheduled on June 3rd, 4th, 5th. It is compulsory for all new staff that are officially hired. Some returning staff will be asked to lead.
- The YLC's focus is developing positive and visible leaders for our camps, the YLC and the community at large. The camp is "Catholic based" as is the YLC. We will invite, journey and challenge you to explore your spirituality in an open, interactive and nurturing way throughout the animator training, summer and the year. If you are not open to this approach, we ask you respectfully not to apply.
- Camp this year is a 6 week program with an optional week. Animator contracts are for 6 or 7 weeks. Other contracts vary in weeks.
- Please take note that priority is given to those who can commit to a minimum of 5 weeks of work. Work hours are from 8:30am to 4:30pm.
- Camp pay work begins Monday, June 28th and ends on Friday, August 12th. The OPTIONAL CAMP WEEK is from Monday, July 25th to Friday, July 29th (First week of construction holiday). Some staff will be asked to work while others will have some days off.
- **All staff that is welcomed to our training meetings is hired on condition of camper registrations and performance at the meetings. At the end of May, we will officially hire our staff. All those who cannot be part of the team for the above conditions will receive a "Summer Camp Training Certification" if merited for future employment and their personal records.**
- We are developing leaders for our immediate future...with you in mind!!!

TURN OVER TO COMPLETE APPLICATION

Position(s) Applying Please CHECK all that apply. Complete all information in the back.

Note: You may ask for a certain age group but NO position or group level is fixed. It can/will be changed according to the needs of the camp.

Positions available.	Quick details.	Check all positions that are of interest.
Special Events Coordinator	Big Show, Animator outings, Walk-a-thon, creativity projects at each center, assist coordinating team and other special events. Pastoral and FaithSpace assistance.	
Camp Coordinator:	20 years old and over. Please circle all that your interested in. Smiley Bunch Kindergarten camp LDV grades 1 and 2 YLC grades 3 and 4 YLC grades 5 and 6 and Teen Spirit Ball Hockey camp	
Assistant Coordinator	18 years old and over. Paid through the Federal "Summer Career placement program of 8 weeks paid at 35 hours a week at minimum wage.	
Daycare Senior Animator:	Paid 8 weeks at 35 hours through the Federal "Summer Career placement program . Same responsibilities as a senior animator but with Daycare coordination and other tasks included. 18 years and over.	
Senior Animator:	18 years old and over. Positions can range from Kindergarten to Teen Spirit.	
Junior Animator:	In High School or under 18 years old. Positions can range from Kindergarten to Teen Spirit.	
Assistant Animator:	Paid 3 weeks but need to volunteer for the other 3 weeks. Salary is spread out in 6 weeks. Usually 16 years old and up. Can change during the camp year to full time position.	
Shadow/Special needs animator:	Working as a shadow with a child with mild special needs. 16 years old and up. In most cases you are paid 3 weeks but need to volunteer for the other 3 weeks. Salary is spread out in 6 weeks.	
Volunteer:	Minimum secondary 3 completed (15 years old and over).	

Coordinator deadline to return application is Monday, March 22nd, 2011(Note: positions can be filled earlier)

Animator deadline to return application is Monday, April 4th, 2011

All applications to be brought to the DBYLC (Centre Salésien des Jeunes). Applications must be given to YLC staff only.

Please contact the camp responsible (Theo Vecera) for more information. All information is subject to change. Available online dbylc.com

Proposed meeting times: Note: All dates are subject to change. All meetings begin at 7pm and end at 9:30pm. ONLY IN EXTRODINARY CIRCUMSTANCES MAY ANIMATOR MEETINGS BE MISSED (PROOF IS REQUIRED). DISCUSS WITH THEO/ANNA.		
• Tuesday, April 12	• Tuesday, April 19	• Tuesday, April 26
• Tuesday, May 3 rd	• Sunday, May 8 th (Fashion Festival) Event Option 1 of 2	• Tuesday, May 10 th
• Tuesday, May 17 th	• Wednesday, May 18 (Registration) Option 1 of 2	• Saturday, May 21 st (Ball Hockey tournament) Event Option 2 of 2
• Tuesday, May 24 th Certification training completed.	Tuesday, May 31st (You will be informed if you're hired officially at camp)	• Salesian Leadership Weekend June 3 rd , 4 th , 5 th for all new staff.
• First Aid certification weekend June 11 and 12 for all new staff OR 1 day for recertification or morning refresher.	• Tuesday, June 14 Center Planning for all those officially hired to camp.	• Tuesday, June 20 th Center Planning for all those officially hired to camp.

Please add to application:

- A one page on the following categories (Typed and point form. Front and back if needed):
 - Please mention volunteer / activities / school projects / or other...that you were involved with THIS YEAR.
 - Please mention skill and talents that can be helpful for our camps (example: Music, arts and crafts, etc...)
 - Please mention related or past experiences working with people and children.
- A photocopy of your most recent school transcript (black out your marks) and a copy of your First Aid/CPR card if you have one.

Signature: _____ **Date:** _____
(Updated March 1st, 2011)

The major objectives of our animating team:

- Plan the daily activities of your group with the approval of your Center Coordinator.
- Be part of a theme committee(s) for your center (example: Halloween day, Carnival day, etc...)
- Treat every camper with respect, dignity and affection.
- Be knowledgeable in the safety procedures and camp guidelines.
- Help in your own way, to make camp a wonderful experience for all those involved. Be open, creative, energetic, friendly and helpful.
- Animate the "FaithSpace" lesson of the week to your group (lesson plan provided).
- Be a positive role model image to the children of the community.

Please check here _____ if interested in working during the optional week of
Monday, July 25th to Friday, July 29th.

11991 Pierre Baillargeon (Centre Salésien des Jeunes, 2nd floor). H1E-2E5.
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Montreal, Quebec.