



Day Camp 2022

| Paid Auxiliary Counselor | Application Process

Application: Please make your application contactless.

To apply for a Camp Counselor position:

Fill out **the 2 pages** of the application ONLY (printed & scanned) and submit it with a cover letter and CV.

DUE DATE: Before Wednesday, March 2 2022 at 11:00 pm.

**Please submit application to
to Yvonne.ford@forestbrook.ca**

marked

“Attention: Yvonne Ford Day AUXILIARY Camp Counselor Application”

DUE DATE: WEDNESDAY, March 2 2021 at 11:00PM

Interview:

Applicants who are applying to be a **paid** member of our Day Camp Team will be informed as to our interest in an interview. It will be with the Children’s Pastor and interview team. These times will be scheduled during the month of March or early April.

Training and weeks of hire: [For all counselors](#)

Training will begin on Monday July 11, 2022. It will continue until Friday July 22. All successful candidates will work continuously, Monday to Friday, from July 11 to August 19; with the exception of civic and statutory holidays, for training and then counseling.

SHIFTS:

This position provides staffing for our Before and After Care program. Please consult the job description for the shift descriptions. Auxiliary Counselors will work 7.5 hours per day.

**Job offers will be confirmed with successful candidates as soon as the Canada Summer Jobs program has approved our grants.
This usually happens in early April. This job is grant dependent.**

Questions? Please contact Yvonne Ford at yvonne.ford@forestbrook.ca

Auxiliary Counselor Role Description

An Auxiliary Camp Counselor will:

Specific Duties will include:

The responsibilities will be to provide support to the running of camp as well as to provide excellent care and programming for the Before and After care program.

In conjunction with the Camp Staff Team (directors and Group Counselors) they will assist in upholding the COVID-19 protocol which has been put in place, and providing supervision of the children and volunteer staff while outside when Group Counselors are taking their break.

COVID – 19 protocol and attendance:

- Front line coordination of the health **screening** of all campers before they sign in for the day. (Proper use of Mask and covering required) and ensure that parents abide by proper protocol when picking up their children. (Morning shift)
- Ensuring that staff and children abide by the COVID-19 protocol put in place including constant awareness of and trouble shooting for mask wearing, social distancing, not inter-mingling with other Groups, trouble shooting directional traffic.
- **Attendance:** (when on morning shift) each morning will register full attendance of whole camp and contact parents of children who are absent, inform Camp Staff Team with respects to absences and late arrival/early pick-ups.

Supervision and resource coordination:

- **Supervise and engage children during recess** periods outside. Supervise reentry to the building.
- Assisting in Wide Game planning and facilitation
- Advance preparation of décor, equipment and resources (craft materials, for example) for electives.
- **Covering for counselors** in their absence for non-COVID-19 related illness or appointments. As well as intervening for children who may need to be given special attention. (Mask will be required)
- **Prep camp a week in advance:** help the Camp Staff Team prepare for the following week of Camp and administrative tasks related to communications and organization.

For Before and After Care Program: (in cooperation with one other auxiliary Counselor)

- **Preparation** for B/A Care program: create proper administrative details for sign-in/out and paperwork for those who need to be invoiced, create COVID-19 protocol for B/A care program, set up space in accordance with protocol, assemble resources and supplies for programming,
- **Before Care:** arrive early to set up COVID-19 safety protocol for screening of kids. Starting at 7:30 AM, Receive kids and isolate them within a room using proper sign-in procedures. Work with an LIT to supervise the children. Take them to drop off points for their Camp Groups and sign them in.
- **After Care:** retrieve children from Camp Groups and sign them out with Counselor, supervise and dismiss kids according to proper protocols with the assistance of an LIT. When parents arrive, adhering at all times to proper COVID-19 protocol. After Care ends at 5:30 PM at the latest.
- **COVI-19 Protocol:** disinfect any items or surfaces used by the B/A Care Program after the program ends each day. Ensure that all interaction with children, parents or public is done with a mask and adheres to social distancing.

Qualifications:

- Must show a humble interest in knowing more about the Christian Faith & what it means for be a follower of Jesus
- Must be between the ages of 16 and 30 with a heart for children
- Previous strong leadership experience and camp experience.
- Must be flexible and adaptable, administrative and organized as well as able to multi-task.
- Must be able to provide a suitable police background check and references if over 18 years of age.
- Must be available to work full-time (37.5 hours per week)

Auxiliary Counselor

Day Camp Application

For those who 16 to 30 years of age

Name _____ Your Camp Nick-Name _____ Male Female

Age _____ Date of Birth ____/____/____ Grade Completed: _____ Adult T-shirt Size _____

(Note: successful applicants over the age of 18 will be required to get a Vulnerable Sector Police Check)

CORRESPONDANCE:

YOUR Email Address _____ Phone () _____

Address _____ Apt. Number _____ Postal Code _____ City _____

____ I AM **RETURNING**
to Day Camp

How have you been involved in Forest Brook Day Camp before?

Position: _____ Year(s): _____

Position: _____ Year(s): _____

____ I AM a **FIRST TIME** applicant to at Forest Brook Day Camp

I have read and understand the definition and responsibilities of an auxiliary counselor and how they differ from the counselor position. Please check box.

Briefly discuss why you would like to be part of our Day Camp 2022:

and why this position:

EXPERIENCES AND INTERESTS

Leadership Experiences: _____

Hobbies/extracurricular: _____

Work with Children or camp: _____

SPIRITUAL JOURNEY:

Is Forest Brook your home church? ____ For how long? _____

If not, do you have another religious institution you attend? _____

What is its name? _____

How often would you attend in a two month period? _____

Besides attending a major weekly service/event, are you involved in any other way?

Would you describe yourself as a Christian? Yes No. **If yes,** how long have you been a Christian?

Briefly discuss your experience in becoming a follower of Jesus Christ _____

Briefly discuss how being a follower of Jesus Christ affects your everyday life: _____

If no, how would you describe your spirituality? _____

Are you aware that we are a church camp and therefore will ask you to respect our beliefs and values while you are working with us, upholding them before the children? _____

LOCAL PERSONAL REFERENCES (Must be 18 years old or older and not related to you)

REFERENCE #1:

Name: _____ Relationship: _____

EMAIL Address: _____ Phone: _____

Comments (staff use): _____

REFERENCE #2:

Name: _____ Relationship: _____

EMAIL Address: _____ Phone: _____

Comments (staff use): _____

Authorization and release:

I hereby authorize Forest Brook Community Church to verify all information contained in this application with any references, or any other, churches or other organizations and any individuals to disclose any and all information to Forest Brook Community Church.

I release all such persons or entities from liability that may result or arise from Forest Brook Community Church’s collections of all such evaluations or information or its consideration of my application.

Applicant Signature _____

Date _____