

2024 EAST HANOVER TOWNSHIP'S SUMMER RECREATION CAMP COUNSELOR JOB DESCRIPTION & APPLICATION

JOB DESCRIPTION: The East Hanover Township's Summer Recreation Camp runs for 7 weeks, from June 17th to August 2nd, 2024. We accept children entering 1st grade through 8th grade in the 2024-2025 school year. The children attend Mondays-Fridays from 9am-12noon (Counselors work daily 8:30 am-12:30 pm with a few exceptions). The camp starts June 17th (Monday), and the last day is August 2nd. This program is designed to provide supervised outdoor recreational opportunities for children including arts and crafts, special events, organized games, creative play opportunities, and theme-based activities. Staff shirts and CPR/AED/First Aid training are provided for hired staff.

- ❖ Must be 15 years of age or older with a minimum of 1-year experience working/volunteering with children OR a willingness to learn.
- ❖ Must be CPR/AED and First-Aid Certified by the first day of camp (in-house/online training is available for hired staff).
- ❖ Expected to be active, mature, responsible, enthusiastic, engaging, hands-on, committed to being a good role model, invested in working efficiently as a leader and team member with staff, and proficient at facilitating daily activities.
- ❖ Expected to come to work on time and with a positive attitude.
- ❖ Expected to communicate professionally with parents, co-workers, and children.
- ❖ Must receive Child Abuse, Criminal History, and FBI background checks, paid for by EHT.
- ❖ Must commit to working at least 6 out of the 7 weeks of the program. Requests for time off MAY be approved if coverage permits.
- ❖ Those hired who are under the age of 18 are required to provide a copy of their work permit from the school.
- ❖ May be offered voluntary additional work opportunities beyond Summer Rec Program through the end of the calendar year to assist the EHT Parks & Recreation Director with Department special events.
- ❖ Must follow and enforce all safety protocols from the time you arrive at the park until the time you leave.

INTERVIEW PROCESS: Applicants are expected to schedule an interview with the Camp Director and Parks & Recreation Director no later than April 8th to 717-469-0833 x202.

- We encourage you to bring an idea to the interview for a game, STEM activity, or craft that kids (between the ages of 6-13) could enjoy.

APPLICATION DUE DATE: Monday, April 1st, 2024.

Submit applications in envelopes marked Parks and Rec in the white dropbox located at the East Hanover Township municipal building: 8848 Jonestown Rd. Grantville, PA 17028

Contact EHT Parks & Recreation, 717-514-0510 parkandrec@ehtdcpa.org

2024 East Hanover Twp. Summer Rec. Program Counselor Application

PROGRAM RUNS JUNE 17th - August 2nd		
Full Name (Printed)		
Address	City & Zip code	
Email Address	Best Phone #	Additional #
If Underage, Work Permit Number (must provide a copy)	#	
Name of High School(s) / Post High School Education Institution(s)	Years Attended	
Names of Employers (We understand if this is your first job.)	Dates Worked	Type of Work
Three Character References- Personal or Professional Names	Best Phone #	Relation to Applicant
Related Skills and/or Experiences:		
Please provide any additional information or comments you feel will be helpful in consideration of your Summer Rec Program Camp Counselor application:		
<p>I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release. X_____ (Sign Name)</p>		
DROP OFF APPLICATION IN THE WHITE DROPBOX AT: East Hanover Township Municipal Building, 8848 Jonestown Rd. Grantville, PA 17028 Questions? Email: parkandrec@ehtdcpa.org or call (717) 514-0510		

This program / event is not sponsored or endorsed by Lower Dauphin School District

2024 East Hanover Twp. Summer Rec. Program Counselor Application

CAMP COUNSELOR RESPONSIBILITIES AND DUTIES

PLEASE INITIAL TO SHOW YOUR UNDERSTANDING AND AGREEMENT

KIDS COME FIRST! I will set a good example by being a positive role model for youth program participants and Counselors-in-Training. _____

I will help coordinate and fully implement daily activities for youth program participants. _____

I will give youth program participants my full attention during camp hours, socialize primarily with them rather than other camp staff. _____

I will be punctual and arrive prepared to begin promptly at the scheduled start time. _____

I will be an active part of all program activities. _____

I will abide by all rules, policies, and procedures. _____

I will treat all youth program participants equally, there should be no favorites. _____

Camp Counselors must commit to working at least 6 out of the 7 weeks of the program. Requests for time off MAY be approved if coverage permits. _____

I will be enthusiastic and have a positive attitude! _____

I will help the Camp Directors by helping to get equipment and supplies ready for activities. _____

I will help put away supplies and equipment after activities. _____

I will aid children in their learning by providing a good example. _____

I will contribute ideas to improve the programs. _____

I will set a good example for youth participants and others including cleanliness, punctuality, sharing duties during clean-up. _____

Be respectful and cooperative with the program directors, counselors-in-training, your camp counselor peers, and youth program participants. _____

I understand there may be other duties assigned by Program Directors. _____

It is my understanding that this application, or the granting of an interview, does not represent a contract or promise of future benefits by the EHT Summer Rec Program. I understand and agree that if selected, my training will be at-will and may be terminated, if rules are not followed, at any time, by either one of the Parks & Recreation Director or Camp Director.

Name of Applicant (please print)

Signature & Date

**DROP OFF APPLICATION IN THE WHITE DROPBOX AT:
East Hanover Township Municipal building, 8848 Jonestown Rd. Grantville, PA 17028**

**Questions? Email: parkandrec@ehtdcpa.org or call (717) 469-0833 x202
Application Deadline is Monday, April 1st.**

Thank you for your interest in joining our team!

This program / event is not sponsored or endorsed by Lower Dauphin School District