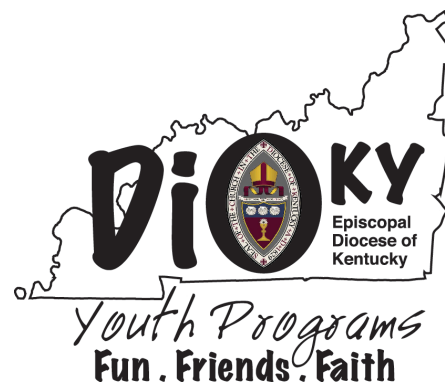


Dear Applicant:

Thank you for your interest in being a part of All Saints summer program! As I'm sure you know, the summer camp experience for both campers and staff is memorable, fun, exhausting and life-changing.



Dates. Employment begins Sunday, June 11 at 3/2c at All Saints Center and concludes Saturday, July 11 after clean-up and debrief are finished (afternoon). Campers arrive for their sessions before dinner on the first day of camp and leave at noon on the final day of camp. The camp schedule is as follows:

- **Staff Pre-Camp Training:** June 11-15
- **Sr. High:** June 17-22
- **Primary Camp/Counselors-in-Training Program:** June 24-28
- **New Horizons/Counselors-in-Training:** July 8-13
- **Jr. High:** July 15-20

Time Off. Staff will be off Friday after clean-up through Sunday mid-day each week. In addition, staff will receive at least one hour off each day. Unless prior permission is granted by the director, staff are not permitted to leave the camp grounds until each session is complete.

Positions Available.

- Program Director (2)
- Art Director (1)
- Music Director (1)
- Environmental Ed Dir (1)
- Lifeguard/Program Assistant (2)
 - You will be reimbursed for training
- Counselors (4 male, 4 female)
- Jr. Counselors (1 male, 1 female each week for Primary, New Horizons & Jr. High camps)
- Healthcare Administrator (1)

Other Requirements. All camp staff hires are pending until the following are completed (and passed, if necessary). Paperwork for each will be sent after interview and need not be of concern until then.

- Safeguarding God's Children
- Kentucky Police Background Check
- Completion of camp medical form
- W-4 and I-9



Upon receipt of completed application, you will be contacted for an interview. Hiring will occur on a rolling basis. Please contact The Rev. Katherine Doyle for more information at youthdirector@episcopalky.org

Application for All Saints Summer Camp employment

Part 1: Please attach your **resume** and complete the following form (sample resume attached).

Name _____ Preferred position _____

Preferred address (permanent or college) _____

City _____ State _____ Zip _____

Primary phone _____ E-mail _____

Some supervision requires that staff be at least 18 years of age. Will you be 18 years or older? _____

Church you are currently attending _____

Part 2: Complete the following short answer essay questions.

- 1) What skills and/or gifts do you bring? Specifically what are your strengths that will enhance the summer camp experience for campers as well as the teamwork of the staff?
- 2) Based on what you know about summer camp and/or working with children and youth, what do you anticipate being your greatest challenge as camp staff? How might you mitigate that challenge?
- 3) Describe your relationship with a young person (2nd – 12th grade) in your life. In what ways is this relationship mutually beneficial?
- 4) How will you live out the mission of the Diocesan Youth Program at All Saints Summer Camp?

“The Episcopal Diocese of Kentucky Youth Program provides Christ-centered, safe, welcoming opportunities for young people to experience friendship, fun and faith enrichment often in an outdoor setting.”

Part 3: Please submit three letters of recommendation related to work at summer camp using the form on the following page. List names of references here:

I, _____, give permission to the Diocese of Kentucky to contact my references and/or current employers and to undergo a Kentucky background check. Also, I do certify that all information included with my application for employment is true and complete.

Signature of applicant: _____ Date: _____

Signature of parent/guardian (if under 18): _____

Return all paperwork to: **The Rev. Katherine Doyle Summer Camp • Episcopal Diocese of Kentucky •
425 S. Second St • Louisville, KY 40203**

All Saints Summer Camp Reference Form

Name of applicant _____

Name of reference _____ Relationship _____

_____ has applied for a staff position at the Diocese of Kentucky's Summer Camp. We would appreciate your help in providing the following information on this applicant. Please be candid and honest, as if your own child(ren) were to be under the applicant's supervision. Your responses will be held in confidence. Please contact The Rev. Katherine Doyle (502-526-6413) with questions or concerns. Thank you in advance for your time and prompt response!

Please list three strengths the applicant has that would benefit a summer camp: (1) _____

(2) _____ (3) _____

Please list three areas of concern/growth: (1) _____

(2) _____ (3) _____

Using a separate page or the body of an e-mail, please address the questions below.

- 1) How long and under what circumstances have you known the applicant?
- 2) We ask our staff to abide by a standard of Christian behavior at All Saint's. In what ways have you observed the applicant demonstrating a Christian lifestyle as you understand it? Has the applicant demonstrated any behavior that might make this difficult (i.e., personal habits, relationships)?
- 3) How might the applicant excel as summer camp staff?
- 4) Do you have any reservations regarding the applicant as summer camp staff? Do you anticipate any challenges the applicant might have in relating to fellow staff or campers (i.e., sarcasm, sense of humor, prejudices, etc.)?
- 5) Do you have any additional comments about the applicant?

Signature _____ Date _____

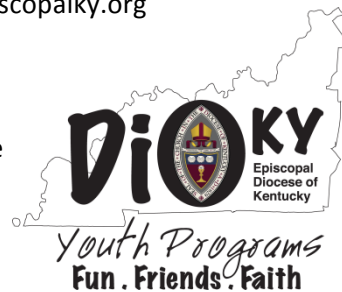
Phone number (if we may contact you) _____

Please return to: youthdirector@episcopalky.org

or



The Rev. Katherine Doyle
Diocese of Kentucky
Summer Camp
425 S. Second St
Louisville, KY 40202



Simple Sample Resume

In addition to using the template below, search the internet! Try “resume sample” or “sample high school resume.” Also, proof read before you send (but you knew that, right?).

FirstName LastName

1234 Canoe Street, Camp, KY 40000
Home: (123) 456-7890, Cell: (098) 765-4321
name123@email.com

Objective: (optional) Provide one-sentence purpose for resume. For example: To obtain Director of Underwater Swimming position at I Love Summer Camp. Keep this in mind as you write your resume – not *everything* you do may be relevant.

Education

Arts and Crafts University, 2010 – 2014

Major: Underwater basketweaving

Sports and Games High School, 2006 - 2010

Relevant Experience

Counselor, All Saints Summer Camp Summer, 2011

- Provide short list of accomplishments. Begin each bullet with an action word. For example:
- Supervised eight children in residential setting.
- Organized group games and activities.
- Planned bible study for night cabin time.

Babysitter February 2009 - Present

- Supervised children age one – four for three different families.
- Assisted children with homework.

St. Saint’s Nursery (Volunteer) 2006 – 2011

- Co-supervised children during church service.
- Assisted in scheduling nursery workers.

Activities and Interests

- Captain of high school underwater swim team.
- Member of clown club.
- Hobbies: underwater basket-weaving, reading, breath-holding.

Goals

- Planning to start National Underwater Basket-weaving Championship
- Trying out for slackline team Junior year.