



Junior Counselor Program 2015

Ages 13-15

Earn 32-40 volunteer hours!

The Junior Counselor program (formally Leader in Training) at the Hamilton/Burlington SPCA runs for the week of March Break camp and every week of Summer camp. All youth receive on-site orientation to the SPCA as well as specific camp orientation and roles and responsibilities. They will then support our camp counselors during one week of camp while under the supervision of an experienced camp counselor and camp supervisor. The Junior Counselor program and volunteer hours are both a great way to build a resume.

Youth can earn up to 40 volunteer hours during a week of camp. Please note that there are two 4 day summer camp weeks because of holidays where youth will earn up to 32 hours. Certificates are handed out at the end of each week to verify hours. Each youth evaluated by the camp supervisor, with the help of the camp counselor to whom they were assigned.

Youth are given responsibilities within the camp, helping out the counselors, the children, and the animals. Their commitment to these responsibilities is extremely important to the overall success of camp. **We are looking for young people that are enthusiastic, committed, helpful, eager to learn, respectful towards others and ready to make camp a great experience for the kids.** Youth are included on camp trips during the summer.

PLEASE NOTE:

- Youth are required to participate in a short telephone interview before being selected to participate in the Junior Counselor Program. You will be contacted shortly after submitting your registration.
- March Break Camp: 5 youth will be selected
- Summer Camp: 5 youth will be selected per week of camp

Ages: 13-15 years old

Cost: \$90 per week for 5 days weeks. \$72 per week for 4 day weeks. ***YOUTH CAN ONLY REGISTER FOR 1 WEEK***
Application cannot be accepted without payment. Cost covers the orientation and supervision. The volunteer hours begin on the first day of camp.

Orientation: These are mandatory orientation dates. There are no exceptions. Missed dates will mean that you are out of the program with no refund. Please note them on your calendar. Junior Counselors that sign up for a week of March Break and a week of summer camp must come to both orientation sessions.

March Break: Saturday, March 7, 2015 - 12:00pm-4:00pm

Summer Camp: Saturday, June 27, 2015 - 12:00pm-4:00pm

Hours: Monday to Friday: 8:00 a.m. — 5:00 p.m.



Your complete commitment is required for the time you will be in the Junior Counselor program. Please note the orientation session and the week that you registered for. Missing days, late arrivals, or early departures will jeopardize your acceptance or ongoing participation in the Junior Counselor program. There are no make-ups possible for missed orientation.

There are several ways to return your registration form

Registration forms cannot be accepted without payment.	Email Scanned form to tcelik-sonne@hbspca.com	Fax 905 574-9087 (Write credit card Number on form)	Mail 245 Dartnall Rd. Hamilton, ON L8W 3V9	In Person Humane Educators office or Administration Admin hours: M-F 9-4 SPCA hours: M-T 12-5, WF 12-7:30 Sat 10-5 & Sun 12-4
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If you have questions please contact Humane Education at 905 574-7722 ext 326 OR email tcelik-sonne@hbspca.com

Hamilton/Burlington SPCA Junior Counselor Program Information

Role Model

- **Active Participant:** Youth are expected to participate in *all activities* as a *support* to their counselor and individual campers in their group. All campers should feel included in programming and be encouraged by their Junior Counselor to have fun with each program opportunity. Junior Counselors will also be responsible for both the preparation and clean up of activities.
- **Positive Attitude:** Junior Counselors must be enthusiastic and approach all activities with a positive attitude; our goal is to engage campers and ensure their camp experience is a good one. The HBSPCA encourages respect to each other, all animals and the environment. It is important to show respect for the property and camp supplies.
- **Dress Code:** Junior Counselors must be dressed in clothing suitable for an active day that will be spent *in and out-of-doors* working and playing with children. Junior Counselors should wear clothing practical to a camp environment and be ready for potential shifts of weather. All Junior Counselors must wear closed toed, rubber-soled foot wear and their volunteer shirt. Casual pants; shorts (not more than 2 inches above the knee) or capris are all acceptable. No jeans, sweat pants, leggings **with rips** are allowed.

Professional

- **Punctual & Prepared:** As members of our camp team, Junior Counselors are expected to be punctual & prepared. The team needs to know that they can count on each member so being '*on time*' and '*ready-to-go*' for all activities will keep the day flowing smoothly.
- **Responsible:** Junior Counselors will have many responsibilities throughout a camp week, so it is important for each team member to stay on top of their tasks. Mistakes will happen and we will all learn from our errors. Each team member is expected to take responsibility for their errors and seek support/guidance in finding a solution to mend the situation or to prevent the same error from occurring again.

Allergies

- The Hamilton/Burlington SPCA includes guest speakers and animals as part of its camp programming. Prior to registering for the Counselor in Training Program, consideration should be given to:
 - Do you have any allergies to certain types of animals?
 - Do you have asthma triggered by certain types of animals?
 - Are you fearful of certain types of animals?
 - Are there religious beliefs that may impact on the presence of an animal?

Lunch and Snacks

You will need a lunch, two snacks, and a minimum of three drinks. **PLEASE NOTE ALL LUNCHES AND SNACKS MUST BE NOT FREE.**

****Other than your receipt of payment you will not receive any further reminders about your dates. Please make a note of them so that you arrive on the correct days. ****

My orientation date(s): _____

My camp week date(s): _____

Junior Counselor Program Registration Form 2015

Youth Name: _____ Parent/Guardian name: _____

Date of Birth (mm/dd/yy) : _____ Age: _____ Gender: _____

Address: _____
(Street / Apartment) (City) (Postal Code)

Phone Number: _____ Parent Email: _____

May we contact you about future programs/events? YES NO

Emergency number: _____ Relationship: _____

Do you have any pets at home? Please Specify: _____

LIT camp weeks: Please choose 1 or 2 weeks.
March Break 2015

Please Turn Over →

☐ March 16th – March 20th
Summer Camp 2015
☐ Week 1 – July 6th – July 10th
☐ Week 2 – July 13th – July 17th
☐ Week 3 – July 20th – July 24th
☐ Week 4 – July 27th – July 31st
☐ Week 5 – August 4th – 7th (4 day week)(\$72)

☐ Week 6 – August 10th – August 14th
☐ Week 7 – August 17th – August 21st

Medical Information:

Please write any **allergies, medical information, medication, disabilities** or anything you feel we need to know about to keep your child as safe as possible. If applicable, write instructions, times and/or amounts.

Payment calculation:

Refunds: A \$25 administration fee will be charged for withdrawal from the program up to 2 weeks before your orientation date. After this time no refund will be issued. No refunds will be issued for shifts missed for any reason including illness.

Number of Weeks _____	___ X \$90.00 ___ X \$72.00	\$
Donation to help a youth in financial need join the program (donations over \$10 receive a tax receipt)	☐ \$10 ☐ \$20 ☐ Other amount \$ _____	\$
	TOTAL:	\$

Payment Info:

Please check the appropriate boxes: **A receipt will be mailed out to you confirming your registration.**

Cash ☐ Debit ☐ Credit Card: Visa ☐ Master Card ☐ American Express ☐

Credit Card Number: _____ Expiry Date (mm/yy): _____

Office use only: Date paid _____ Inputted by: _____ Receipt#: _____

Liability Waiver:

I, the undersigned, hereby give permission for my child to attend and participate in all activities during the Hamilton/Burlington SPCA LIT program. I understand that as part of this program that my child will be in direct contact with animals. I agree that my child will abide by all the rules and regulations of the HBSPCA. I further absolve the Hamilton/Burlington SPCA of any liability from any incident which may occur.

 Signature of Parent / Guardian

Photo Release Waiver:

I, the undersigned, **DO / DO NOT (please circle one)** give permission for photos to be taken of my child as part of the LIT program and during camp, for use in promotional documents such as future LIT and camp flyers. I also give permission for my child to be part of any media coverage that might occur during camp.

 Signature of Parent /Guardian

Program shirt: All members receive a shirt with their program fees. Extra shirts can be purchased for \$20.

Small ☐Medium ☐Large ☐Extra Large ☐**Orientation:**

I understand that there is a orientation session(s) as well my camp week(s). I understand that there will be no reminder about the orientation date and there is no possibility of a make up. Please initial below.

March Break orientation session Saturday March 7th 12:00- 4:00 pm

Initials: _____

Summer camp orientation session: Saturday June 27th 12:00- 4:00 pm

Initials: _____

Dress Code: Junior Counselors must be dressed in clothing suitable for an active day that will be spent *in and out-of-doors* working and playing with children. Junior Counselors should wear clothing practical to a camp environment and be ready for potential shifts of weather. All Junior Counselors must wear closed toed, rubber-soled foot wear and their LIT shirt. Casual pants, Jeans without rips, faded, or torn, shorts (not more than 2 inches above the knee), and capris are all acceptable.

I have read and will conform to the camp dress code stated above Initials: _____

How did you find out about the Junior Counselor Program?SPCA website ☐Kijiji ☐Word of Mouth ☐Previous SPCA Program ☐Visit to SPCA ☐Flyer or Brochure ☐Cable 14/CHCH ☐Newspaper ☐Facebook ☐Other ☐**Applicant Questions:**

Have you been involved with the SPCA before? _____

If yes please list the programs and dates _____

Please list any previous experience working with children. _____

Why do you want to be an LIT at the SPCA? What are you hoping to get out of this experience?

HEALTH INFORMATION:

Please list any Special Needs your child may have (physical, health, developmental, behavioral or emotional) that may affect their ability to participate in camp activities:

Please list any allergies:

Health Card Number: _____

Does your child have:

A medical alert? YES ____ NO ____

Cardiac Condition? YES ____ NO ____

Epi-Pen? YES ____ NO ____

I authorize the medication to be given/I fully acknowledge that with administration of medication by staff of the HBSPCA there may be certain risks for which I will not hold the HBSPCA or any of its staff or volunteers responsible.

DATE: _____ SIGNATURE: _____

Physician's Name: _____

Physician's Phone Number: _____