

Thank you for your interest in our camp. Working at Good Times is a rewarding experience. Every year a majority of our counselors return; therefore, positions for the upcoming summer are limited. Applications will be reviewed as they are submitted. Incomplete applications will not be reviewed.

Enclosed please find:

- Counselor requirements
- Employment application
- Background disclosure forms

Review everything and decide if Good Times is right for you. You can also visit our website, <a href="www.GoodTimesCamp.com">www.GoodTimesCamp.com</a>, to familiarize yourself with the basic aspects of our camp. If interested, complete the application and submit as soon as possible. Upon review, we will determine if an interview is appropriate. If so, we will contact you.

Please feel free to contact me with any questions.

David Clatch
Camp Director
Davelr@GoodTimesDayCamp.com





#### **GOOD TIMES' MISSION**

To provide a fantastic experience for each camper in a safe, fun-filled atmosphere where children create memories as well as build important skills that will last a lifetime.

#### PREFERED JOB QUALIFICATIONS

- Eighteen years of age and college experience
- First Aid and CPR certified
- Desire and ability to work with children
- Ability to communicate with children appropriately
- Ability to communicate with peers appropriately
- Ability to accept supervision and guidance
- · Good character, integrity, and adaptability
- Fun and energetic

#### **BASIC JOB RESPONSIBILITIES**

- Follow directions from camp directors
- Keep campers safe and happy at all times
- Understand the rules and policies of Good Times Summer Day Camp
- · Communicate appropriately with campers, parents, and staff
- Take an active role counselors must participate in all activities
- Follow appropriate dress code
- Be available to work from June 17th to August 9th.
- Attend staff orientation and training in Early June (TBD)
- Attend Family Day. (TBD)



# EMPLOYMENT APPLICATION

Near North Chicago Suburbs based in Glenview

# www.GoodTimesCamp.com • 847.729.4884

#### **COUNSELOR APPLICATION**

PERSONAL INFORMATION

| FIRST NAME          |                                | LAST NAME                        |              |
|---------------------|--------------------------------|----------------------------------|--------------|
| E-MAIL              |                                | CELL PHONE                       |              |
| BIRTH DATE          |                                |                                  |              |
| HOME ADDRESS:       |                                |                                  |              |
| CITY                | STATE                          | ZIP CODE                         |              |
| WHAT AGE & GENDER G | ROUP DO YOU PREFER             | TO WORK WITH?                    |              |
| CAMP UNIFORM        |                                |                                  |              |
| T-SHIRT SIZE        | □ADULT SMALL<br>□ADULT X-LARGE | □ADULT MEDIUM<br>□ADULT 2X-LARGE | ■ADULT LARGE |

#### **PERSONAL SYNOPSIS**

Please type a one page statement about yourself. Please describe any special skills and interests you have that would benefit Good Times.

#### **PHOTO**

Please attach a photo of yourself.

#### **BACKGROUND CHECK**

Please complete the background disclosure form attached to this application.

## **EDUCATION**

DATES EMPLOYED

Please attach your most recent school transcript. An unofficial printed transcript from your school's website is acceptable.

| HIGH SCHOOL          |                     | YEARS COMPLETED |  |
|----------------------|---------------------|-----------------|--|
| COLLEGE / UNIVERSITY | MAJOR               | YEARS COMPLETED |  |
| OTHER (SPECIFY)      | COURSE OF STUDY     | YEARS COMPLETED |  |
| EMPLOYMENT EXPE      | RIENCE              |                 |  |
| EMPLOYER             | TELEPHONE NUMBER(S) |                 |  |
| ADDRESS              |                     |                 |  |
| JOB TITLE            | SUPERVISOR'S NAME   |                 |  |
| REASON FOR LEAVING   |                     |                 |  |
| DATES EMPLOYED       |                     |                 |  |
| <b>EXPERIENCE</b> #2 |                     |                 |  |
| EMPLOYER             | TELEPHONE NUMBER(S) |                 |  |
| ADDRESS              |                     |                 |  |
| JOB TITLE            | SUPERVISOR'S NAME   |                 |  |
| REASON FOR LEAVING   |                     |                 |  |
|                      |                     |                 |  |

| REFERENCE #I                                       |                        |  |  |  |
|--|------------------------|--|--|--|
| NAME / RELATIONS                                   | HIP                    |  |  |  |
| PHONE NUMBER                                       | LENGTH OF RELATIONSHIP |  |  |  |
| REFERENCE #2                                       |                        |  |  |  |
| NAME / RELATIONS                                   | HIP                    |  |  |  |
| PHONE NUMBER                                       | LENGTH OF RELATIONSHIP |  |  |  |
| REFERENCE #3                                       |                        |  |  |  |
| NAME / RELATIONS                                   | HIP                    |  |  |  |
| PHONE NUMBER                                       | LENGTH OF RELATIONSHIP |  |  |  |
| PERSON TO BE NOTIFIED IN THE EVENT OF AN EMERGENCY |                        |  |  |  |

**REFERENCES** 

NAME / RELATIONSHIP

CONTACT PHONE

Please include a past supervisor or teacher. References cannot be relatives.

### **APPLICANT'S STATEMENT**

| I certify that answers given herein are true and complete to the best of my knowledge.  |                                     |          |  |
|---|-------------------------------------|----------|--|
|   | _                                   | Initials |  |
| I authorize investigation of all statements contained in the application for employment as may be necessary in arriving at an employment decision.  |                                     | 1 22 1   |  |
| I haveby understand and acknowledge that unless otherwise defines   | by applicable law any ampleyment    | Initials |  |
| I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the employee may resign at any time and the employer may discharge employee at any time with or without cause.   |                                     |          |  |
| In the event of employment, I understand that false or misleading information given in my application or interview may result in discharge. I further understand, that I am required to abide by all rules and  |                                     |          |  |
| regulations of the employer.  |                                     | Initials |  |
| I understand that I will be required to provide proof of current CPR and First Aid certification, no later than June 1st.   |                                     |          |  |
|   |                                     | Initials |  |
| I am available to work every camp day, Monday through Friday, from June 17th to August 9th.  Counselors work four (4), ten (10) hour days per week (forty (40) hours per week with one (1) weekday off per week). Schedules are written one week in advance and are random.   |                                     |          |  |
| , ,   | _                                   | Initials |  |
| I will not be requesting time off this summer.  |                                     |          |  |
|   | <del>-</del>                        | Initials |  |
| I understand that attendance at Counselor Orientation and Family Dare mandatory and prerequisites of the job and that they are not paid   |                                     | mitais   |  |
|   | _                                   | Initials |  |
| I understand that I will be paid \$17.00 per hour.  |                                     |          |  |
|   | <u>-</u>                            |          |  |
|   |                                     | Initials |  |
| I understand that I will be required to wear a swim suit with camp water shirt during swimming sessions.  I also understand that it is part of my job to swim with the camp as instructed by the directors.   |                                     |          |  |
|   | ·                                   | Initials |  |
| I understand that by being employed at Good Times I give permission photograph myself in a reasonable and professional manner for professional manner |                                     |          |  |
| (i.e. camp videos, scrapbooks, brochures, picture day, website, Instag  | gram, etc.)                         | Initials |  |
|   |                                     |          |  |
| APPLICANT'S SIGNATURE   | DATE                                |          |  |
|   |                                     |          |  |
| CHECKLIST   |                                     |          |  |
| Completed Employment Application  | ☐ Enclosed photo                    |          |  |
| ■ Enclosed Personal Statement ■ Completed Applicant's Statement   |                                     |          |  |
| Enclosed Recent Copy of School Transcript<br>Unofficial printed transcript from your school's website<br>is acceptable.   | Completed Background Disclosure For | rm       |  |

# Please Mail Completed Forms To:

Good Times Summer Day Camp Attention: Dave 300 Waukegan Road Glenview, IL 60025