



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

East Jefferson YMCA Summer Camp Staff Training Schedule and Staff Agreement Form

The following is a list of important dates and staff training sessions you are required to attend. KEEP this list for your records. Return the following page with your employment application. Staff is compensated for all training dates and camp dates. Please be available for virtual interviews May 3rd-May 15th and virtual trainings, as well as in-person trainings **IF PERMITTED** May 17th- May 25th

Day and Date	Time	
		Application Due *Please inform references that the YMCA will be calling and please ask them to respond to our call at their earliest convenience.
		Please be available by phone to schedule interviews
May 3 rd -May 15 th	Virtual Interviews	Group Interviews
May 3 rd - May 15 th	Virtual Interviews	Individual Interviews
TBD	2 hrs	Training 1: Hiring paperwork – <u>MUST BRING</u> <ul style="list-style-type: none"> • Void check for checking account deposits • Photo ID & Social Security Card OR <ul style="list-style-type: none"> • US Passport Redwoods Online Trainings complete CPR & First Aid Online Trainings complete *Print all certificates and submit to supervisor
TBD	4 hrs	Training 2 : <ul style="list-style-type: none"> • New Staff Orientation • Relationship Building & Expectations • Counselor Expectations • Rock wall training
TBD	8 hrs	Training 3 : <ul style="list-style-type: none"> • CPR & First Aid Training *Staff must pass or already have current CPR & First Aid Certification *Applicants already with a valid certification are still required to attend but are not required to take the test. <ul style="list-style-type: none"> • Aquatics Safety Training
TBD	8 hrs	Training 4 : Facility/Camp Logistics
TBD	6 hrs	Training 5 : Association Training day
TBD	5 hrs	Training 6 <ul style="list-style-type: none"> • Safety & EAPS • Diversity Abilities Training • Training Review *Binder covers due
TBD		CAMP BEGINS
Sunday, August 2 nd	4:30pm-6:30pm	Counselor Awards/ Banquet

Due to the current facility closure we will be conducting virtual trainings until the closure mandate for our facility is lifted. Once the closure is lifted, we will reach out to you to inform you of any in person training dates. Please note above dates are subject to change. Hiring paperwork will need to be completed prior to training. If chosen for the role we will reach out to schedule a date to complete hiring paperwork with you.

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Sign and return this page with employment application.

Name: _____ Primary Phone: _____

Staff is required to be 16 in order to hold this position and must be able to pass a basic swim test.

Do you meet these requirements? YES NO

Email: _____ T-shirt Size: _____

Requested Training Dates off:

It is very important that you attend all trainings, but we understand that there are several conflicts that may occur due to end-of-school-year events. In the spaces below please fill out requested training days off.

Day and Date: _____ Reason for conflict: _____

Day and Date: _____ Reason for conflict: _____

Requested Camp Time Off May 27th – August 7th:

All requests for time off and vacation must be submitted in writing by May 15th. In the spaces below please fill out requested time off.

Date(s): _____ Reason for time off: _____

Date(s): _____ Reason for time off: _____

Last Day of Summer:

It is very important for us to know your last day of summer work in order to best plan for a quality summer. The last day of camp is Friday, August 7, 2020. If for some reason you cannot work until this date, please fill out the space below with your last day of summer work. **Please note; leaving earlier than the date you have provided could lead to receiving an “ineligible for rehire” in any staff position for the EJ YMCA.**

Last day of summer employment: _____ Reason: _____

Due to our facility closure and COVID-19, we will be reaching out to the staff to inform them of any date adjustments in trainings or camp. Currently camp dates are set at May 26th-July 31st. However, we will adhere to any government or state mandates in order to ensure the safety of counselors and campers.

Staff Signature and Acceptance:

By signing below, I acknowledge and accept what I have read in this Staff Agreement document and understand that if I do not abide by it I could be ineligible for rehire for future positions with the EJ YMCA.

Employee Name (Print): _____ Date: _____

Employee Signature: _____

If employee is under the age of 18, the signature of a parent or legal guardian is also required:

Parent//Guardian Signature: _____ Date: _____