

Camp Whitcomb/Mason Summer Staffing Needs 2010

www.campwhitcombmason.org

email: amandah@boysgirlslabs.org

phone: 262-538-1190



BOYS & GIRLS CLUBS
OF GREATER MILWAUKEE

Summer Staffing Needs 2009

All staff must be at least 18 years of age

Cabin Counselors - Americorps (20) - Cabin counselors work with Boys and Girls Club kids. Counselors provide daily supervision, care, and recreation for the children in their cabin acting as positive adult role models and mentors. Counselors are responsible for evening programs with their cabin as well as running Athletics and Music/Drama programs w/ their cabin.

Day Camp Counselors (4) - Day Camp Counselors work primarily with children from the greater Waukesha area. Day Camp counselors are responsible for day to day care and supervision of the children in addition to programmatic aspects of the day camp. Day Camp counselors act as positive adult role models and mentors to the children they serve.

Program Specialists

Lifeguards-Americorps (5) - Must be certified or willing and able to be certified as a Lifeguard. YMCA or American Red Cross certifications accepted. Responsible for day to day guarding for Resident Camp, Day Camp, and user groups. Must be available some weekends for guarding. Also responsible for programming activities in the pool for resident camp and day camp programs.

Arts and Crafts -Americorps (1) - Provide an interesting and educational Arts & Crafts program. Develop lesson plans incorporating a variety of Arts & Crafts skills that promote creativity and encourage healthy expression. Maintain inventory of supplies, equipment, and the Arts & Crafts building.

Music and Drama-Americorps (1) - Create and develop quality programs that incorporate elements of music and drama. Programs should take into account current trends in music and drama and appeal to the interest of our campers. Programs can vary from teaching acting techniques to dancing or even playing instruments.

Athletics-Americorps (1) - Provide an interesting and educational Athletic program for our campers and staff. Develop lesson plans that are age specific, non-competitive, which aid the development of fine motor skills, and promote the benefits of athletic activity, both physically and mentally, to campers.

Support Staff (Hourly pay)

Groundskeeper (1) - Do basic landscaping projects such as mowing the lawn, weed removal, and tree trimming. Also assist with day to day maintenance projects such as painting, minors repairs, and housekeeping. 25 hours per week

Non-program Staff (services both day and resident camp)

Health Supervisor (1) - Responsible for maintaining accurate records, providing basic first aid, conducting health checks, making decisions whether to seek further medical care for campers, and distributing medication to campers. Will supervise Health Specialist. Will also serve on call as needed. Pays competitive hourly wage, RN preferred.(Minimum age 21)

Camp Whitcomb Mason
Facts about Summer Positions

Summer staff pay: Staff are paid bi-weekly and make a salary pay of \$260-400 a week (before taxes) starting depending on experience, position held, years at camp, and certifications/education.

Americorps: 25 of our positions are funded through a grant provided by the federal and state government called Americorps. All Americorps positions provide the same rate of pay (\$3057 for the summer) and an education award of \$1,250. Americorps applicants must be United States citizens, high school graduates, and be able to provide proof there of. Americorps is a volunteer based organization similar to Peace Corps. Each person can only be part of Americorps twice, if you've already done Americorps twice including Americorps terms at other agencies, you cannot apply for an Americorps position. If you quit in the middle of an Americorps term it still counts.

Room/Board: Resident Camp Staff are required to live on site during the summer. Day Camp may be able to negotiate living on site at Stiemke Lodge. Resident camp staff must arrive on site Sunday night and stay on site through Friday after campers depart and camp is cleaned up, day camp staff work Monday morning-Friday evening, with occasional evening meetings. Cabin counselors will reside with a roommate in the cabins where the children stay. Program staff and leadership staff will be assigned to cabins throughout camp. Food is provided to camp staff Monday at Breakfast through Friday at lunch – except the weekend of the Triathlon where food will be provided through the weekend.

Required Training for Lifeguards, Optional for other staff:

Lifeguard Certification and Training: May 31-June 4, 2010
(This training falls on a holiday, it is required for all guards)

Day Camp/Health Staff:

Training: June 7-11, 2010 (8am-8pm daily)
Day Camp Sessions: June 14-August 20, 2010

Resident Camp:

Program Staff, Director of Counselors: June 7-9, 2010 additional specialized training
All Staff Training: June 10-12, 2010 and June 14-18, 2010
Day Trips (3 weeks): June 21-25, 2010, June 28-July 1, 2010, August 9-11, 2010
Residential Sessions (5 weeks): 7/5-7/9, 7/12-7/16, 7/19-7/23, 7/26-7/30, 8/2-8/6

Optional Working Period:

August 18-20, 2010 Hadfield Leadership Camp
\$120, 10 staff required

WEEKENDS REQUIRED:

June 12, 2010 – Spark Party Day – All Americorps employees will be required to work this day from 8am-3pm

August 6-8, 2010 Triathlon Weekend – ALL CAMP EMPLOYEES REQUIRED TO WORK ENTIRE WEEKEND. Missing triathlon will result in \$200 deduction from final paycheck

What you need to know when you apply:

- Incomplete applications will not be accepted or considered
- All potential employees, new and returning staff are required to submit three references
- Application deadline is February 28, 2010, however, applications are accepted until all positions are filled
- Interviews begin January 4, 2010, positions will be filled as qualified applicants apply
- You may not apply if your relative is currently employed by Camp Whitcomb/Mason
- We will only accept inquiries about whether applications have been received; due to the duration of the hiring process we cannot confirm application status