Employment Information

The Sun Devil Fitness Department is hiring energetic ASU students to work with children as a summer camp counselor for the Sun Devil Kids’ Camp.
**CAMP DESCRIPTIONS**

**SUN DEVIL KIDS CAMP** is an active day camp for children who have completed kindergarten through the 6th grade. This camp includes: arts and crafts, traditional and alternative sports, recreational swimming, occasional field trips and/or Friday Fun Days, and many other fun activities.

**QUEST PROGRAMS** are additional programs that can be purchased each week by parents, similar to small group field trips. Quest programs usually last 2-4 hours per day for 5-20 campers and 2-4 counselors. All Kids Quests require 1-2 drivers, who must have an AZ driver’s license in good standing (these people get the most Quests each summer). Quests this summer include Big Surf Waterpark, Golfland, Phoenix Zoo, Air Worx, Ice Skating, and tons of others!

**JUNIOR COUNSELOR LEADERSHIP PROGRAM** is an active day camp for children ages 12-15 years old. This program will concentrate on providing experience where campers can develop leadership qualities, self-confidence, communication skills, responsibility, a strong work ethic, and teamwork. This program is run in addition to the Sun Devil Kids Camp.

**GENERAL INFORMATION**

**PAY SCHEDULE...** All positions are paid bi-weekly.

**HOURS/WEEKS...** Camp is open Monday-Friday from 7:15am-5:30pm from May 31st – August 5th (closed Memorial Day and July 4th). Counselors are scheduled for shifts ranging from 3 hours to 8 hours each day, and staff schedules will change weekly. Counselors can expect 10-20 hours each week, and can work no more than 25 hours in any week.

**STAFF INTEREST PERIOD...** Applications will be accepted until 3:00pm Sunday, March 6th.

**INTERVIEWING PERIOD...** After reviewing your interest form, if we would like to speak to you further regarding potential employment, you will be contacted by email by Monday, March 21st, regarding an interview and attendance at “Kids’ Camp-Chella.” Interviews may start as early as March 14th, and will be scheduled no later than March 31st.

**POSTING DATE...** Staff positions will be notified by Friday, April 8th, 2016.

**SPECIAL REQUIREMENTS FOR ALL POSITIONS...**
- All staff must be current Arizona State University students for summer or fall 2016
- All staff must have current certification in American Red Cross Professional Rescuer CPR /First Aid as of May 28th, 2016 and through August 5th, 2016
  - Staff training will offer a certification class for this course on May 27th, 2016 from 9am-6pm for $30
- All staff must have a background check completed by May 27th, 2016 through University Human Resources
  - Background checks will be conducted Friday, April 8th for all candidates offered the position
- Willingness to establish a professional rapport with campers, parents, and administrators in an energetic and enthusiastic manner.
- Ability to have fun!

**HIRING PROCESS...**
- Complete interest form and submit by 3:00pm Sunday, March 6th
- Complete online job application and submit by 3:00pm Sunday, March 6th
- After review of form and application, selected candidates will receive request to and conduct an interview
- After interview, selected candidates will be invited to Kids’ Camp-Chella (attendance is mandatory for consideration)
- After attendance, selected candidates will receive email offering employment
- Respond back to email by deadline date and register for required trainings (if needed)
- You’re hired!

**Note to all interested applicants:** If invited, you MUST attend the below events in their entirety. If you cannot attend these dates entirely, you will not be offered a position or your employment will be terminated immediately.
- Kids’ Camp-Chella Friday, March 27th 3-6pm
- Camp Training Dates Thurs., May 12th, Fri., May 13th, Fri., May 20th 8am-5pm each day
POSITIONS AVAILABLE

CAMP MANAGER (returning staff only)  $9.25/hour
Essential duties may include but are not limited to: plan, organize, and coordinate specific camp programming; assist in general supervision of campers; direct supervision of specialists and counselors; implement program curriculum and facilitate program policies, regulations, and safety concerns; attend to injuries and illnesses; assist parents with inquiries regarding program; assist with staff training; assist in directing program activities to support budgetary and staffing concerns; help to maintain facilities as they relate to campers and camp activities; and any additional duties as assigned.
Qualifications: Must be a returning Kids’ Camp Employee; extensive experience working with children in specific programs relating to camp; expertise in area in which applying for; experience in developing a curriculum for youth activities; strong organizational, leadership, and child management skills.
Hiring 5-7 Managers

JUCO SUPERVISOR/COUNSELOR  $8.50/hour
Responsible for the day-to-day participation of the Junior Counselor (JuCo) members to ensure a safe, enjoyable and productive environment for children ages 12 to 15. Day-to-day management includes, but is not limited to: supervision of JuCo members; ensuring participation; conducting meetings with JuCo members and acting as a mentor in assisting JuCo members in achieving their goals over the summer. The JuCo Supervisor(s) will also be responsible for JuCo evaluations and administering discipline for infractions listed in employee handbook.
Qualifications: Prior experience working with children in an educational and/or recreational setting; knowledge and experience in other related activities; and experience in planning and implementing a safe progressive course curriculum.
Hiring 4-8 Counselors

CAMP SUPERVISOR/COUNSELOR  $8.50/hour
The following tasks are essential for this position. These may include but are not limited to: general supervision of multiple children while facilitating program rules, regulations, and safety concerns; greeting and supervising children during drop-off and pick-up; escorting campers to and from each program; assist program coordinator(s) and manager(s); plan and implement recreational activities for children; attend to injuries and illnesses; assist parents with inquiries regarding the program; participate in staff training and meetings as required; maintain camp facilities; and any additional duties as assigned.
Qualifications: Some prior experience working with children in a recreational, educational, and/or large group setting; strong leadership, organizational, child management, and instructional skills with children; and ability to be playful and cooperative with children while maintaining a supervisory role.
Hiring 30-40 Counselors

This year’s interest form can be found at any of the links above, right here or by copying the link below! Be sure to fill out this form and complete the online application by 3pm on March 6th for consideration for a position this summer!
https://drive.google.com/file/d/0BxwOU_ypv0IWOC1mMVJ0TXpsNUU/view?usp=sharing