

FRIENDS CAMP GENERAL INFORMATION AND APPLICATION

Friends Camp is a small Quaker (Friends) youth camp located on China Lake in South China, Maine. The focus, policies, annual budget, and, program direction of the camp are under the care of a fifteen member Camp Committee that is appointed by the New England Yearly Meeting of Friends.

Friends Camp offers a unique summer experience for young adults. The goal of each session is to build a community. In a loving and caring atmosphere, the staff plan activities, work together, and implement interesting and creative recreational programs. Daily Meetings for Business helps us to determine the needs of all, and consensus is the process used for decision-making. We also meet daily for Meeting for Worship and for evening vespers. Friends Camp staff members and youth campers come from diverse religious, geographic, racial, and economic backgrounds. While it is not a requirement for a staff member to be a Quaker, we do ask staff to be comfortable Quakerism and with the five values that are the foundation of the programming and activities at Friends Camp:

- *We are a youth camp with a unique atmosphere of tolerance and love where special friendships develop.*
- *All members of our camp community try to see the light of goodness in everyone.*
- *We practice the Quaker values of community, equality, integrity, peace, & simplicity.*
- *Our interesting, creative, non-competitive and fun activities help young people grow into healthy and responsible adults.*
- *We seek socio-economic diversity by providing affordable tuition and camperships.*

It is not our practice to preach Quakerism/Christianity, but to live the principles that represent the Quaker principals.

WHO SHOULD APPLY?

There are some guidelines. Counselors should be at least 19 years old or have completed one year of college. Water Safety Instructors, Outdoor Camping Director, Drivers, and Nurse or Emergency Medical Technician (EMT's) or Wilderness First Responder (WFR's) should be at least 21 years old. We look for individuals with a variety of skills and talents. Each counselor should be willing to teach and learn from other counselors. Counselors also need to be highly creative and contribute to all programs, regardless of specialty. By moving from one program area to another, day by day, we hope to prevent mundane programs and maintain a fresh approach. Some of the positions at Friends Camp are Counselors/Activity Leader, EMT's/WFR's or Nurse, Water Safety Instructor, Crafts Director, Drama Director, Superman, and Wonder Woman.

HOW TO APPLY

To apply, send your application to the director and distribute the three references forms to your employers and/or professors. Please no peer or relative references. If qualified, the director will interview you by phone or in person. Should you have any question about the application process or about camp, please feel free to contact the director at 207-873-3499 or director@friendscamp.org.

OTHER QUALIFICATIONS

We need people who can be fully committed to the responsibilities of the job being camp counselor. Honesty is high on our list and we are looking for maturity and willingness to give and take directions. Please remember that issues concerning your career, politics, finances, social relationships, and any personal problems need to take a secondary position while you are working at Friends Camp. Being a counselor can be hard at times but it is also very rewarding and important work.

ORIENTATION WEEK

It is time to 'build our family', learn about the camp, learn about the needs of campers, prepare the site, and program areas. We will share skills, learn from one another, develop the program, and review policies. This year orientation week begins Saturday, June 19, 2010 at 5:00 PM. The period of employment for most staff members is from June 19th to August 22nd or if you are working during Family Camp, your end date will be August 28th. We have First Aid/CPR class from 8:45 AM to 4 PM on June 19th and our lifeguard program will start on June 15th.

We hope you will be attracted to our small camp and the opportunity to serve others. I look forward to receiving your application. Take care, Nat Shed, Director

Below is a list of camp activities and skills that we want counselors to have:

Arts and Crafts

Basketry
Ceramics
Wheel
Kiln
Glazing

Sewing
Silk Screen
Painting
Jewelry
Woodwork

Macramé
Sketching
Photography
Sculpture
Friendship Bracelets

Nature

Animals
Astronomy
Birds

Conservation
Flowers
Trees

Insects
Geology
Weather

Camp Craft

Orienteering
Overnight camping

Hiking
Wilderness First Aid

Outdoor Cooking
Survival Skills

Music

Singing
Piano

Guitar
Harmonica

Recorder
Other

Dramatics

Dance
Directing

Skits/Stunts
Improvisation

Set Building
Script Writing

Waterfront Activities

Canoeing
Life Saving
ARC/WSI

ARC/Lifeguard
YMCA/Lifeguard
Swimming

Sailing
Water Sports
Water Games

Sports

Soccer
Frisbee
Ropes Course

Baseball
Fishing
Informal Games

Soccer
Track and Field
Other

Communication

Amateur Radio
Newspaper/Zine

Video Recorder
Newsletter

Disc Jockey

Miscellaneous

Story Telling

Worship Services

Quakerism

Camp Services

Electrical
Carpentry

Cooking/Baking
Maintenance

Gardening
Cleaning

Please refer to this list when filling out the Friends Camp employment application

FRIENDS CAMP APPLICATION FOR EMPLOYMENT

RETURN TO: Nat Shed, Director, Friends Camp
25 Burleigh Street, Waterville, ME 04901 USA
207 873-3499 or director@friendscamp.org

NAME & ADDRESS

Last name _____ First Name _____ Mi _____

For what position are you applying? _____

School address _____

E-mail _____ School phone _____ Cell phone _____

Home address _____

Home phone _____ Parent's cell phone _____

List your experience with children: _____

List any current certifications: _____

First aid training? Yes ___ No ___ Date Completed _____ Name of agency _____

CPR training? Yes ___ No ___ Date Completed _____ Name of agency _____

The earliest date in June that you can start working: _____ The latest date in August you can work until _____

REFER TO CAMP ACTIVITIES LIST AND LIST A MINIMUM OF FOUR SKILLS OR ACTIVITY THAT YOU CAN TEACH OR ASSIST:

1. _____
2. _____
3. _____
4. _____

PERSONAL DETAILS

College year _____ Major or area of interest _____

Valid driver's license? Yes ___ No ___ Do you smoke? ___ Are you between the ages of 18 and 65? Yes ___ No ___

Special dietary/medical needs (vegetarian ___ vegan ___) Other: _____

Religious affiliation _____

If Quaker, Monthly/Yearly Meeting _____

If you have work and volunteer history that consists of more than three positions, please attach your resume with detailed records of these positions.

VOLUNTEER AND WORK EXPERIENCE

1) Employer: _____ From: _____ To: _____

Address: _____

Phone: _____ E-Mail: _____ Supervisor: _____

2) Employer: _____ From: _____ To: _____

Address: _____

Phone: _____ E-Mail _____ Supervisor _____

3) Employer: _____ From: _____ To: _____

Address _____

Phone: _____ E-Mail: _____ Supervisor: _____

REFERENCES

List three references that are not related. References should be people who you have known for at least one year. Please mail the employment reference sheet to your references with an envelop that has the camps winter address and a stamp.

Name	Relationship	E-mail	Phone
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

Have you ever been convicted of or pled guilty to a crime, either a misdemeanor or a felony (including but not limited to drug-related charges, vehicle use, child abuse, and other crimes of violence or theft? No ___ Yes ___ if yes, please explain:

CAMP EXPERIENCE

List camp experience as camper and/or as a volunteer and/or staff member _____

CAMP DIRECTOR PHONE AND E-MAIL _____

WAIVER AND CONSENT:

I, _____, hereby certify that the information I have provided on this application for employment is true and correct. I authorize NEYM (New England Yearly Meeting) doing business as Friends Camp to verify the information I have provided on this application by contacting the references and employers I have listed, by conducting a criminal records check and by checking national and state sex abuse offender records, and/or by other means, including contacting others whom I have not listed on this application. I authorize the references and employers listed in this application to give you whatever information they may have regarding my character and fitness for the job for which I have applied.

In the event that my application is accepted and I become employed by Friends Camp, I agree to abide by and be bound by the policies, manuals, and job descriptions of Friends Camp and NEYM and to refrain from inappropriate conduct in the performance of my duties on behalf of Friends Camp.

I have read this waiver and the entire application, and I am fully aware of its contents. I sign this consent freely and under no duress or coercion.

Signature of Applicant _____ Date _____

FRIENDS CAMP

The purpose of Friends Camp is to provide an environment for people to live out the Quaker principles of community, integrity, equality, peace and simplicity. At Friends Camp we are looking for staff members who identify with these testimonies or who are sympathetic with them. If it is more convenient you can put these questions and your answers in a computer format and then mail in a printed copy.

1. What is your relationship to (Quakers) Friends? _____

2. What Quaker values are important to you and why? _____

3. How do your values play out in the following five areas?

A. Interacting with youth people _____

B. Creating Community _____

C. Rules about the use of alcohol, tobacco, recreational drugs _____

D. Supervision of Campers _____

E. Campers who are sexual involved _____

4. What are your personal tolerances and intolerances? _____

6. Why are you seeking a job at Friends Camp? _____

Also please write a short biographical cover letter including: schooling, skills, unusual experiences, and information that will help make your application to work at Friends Camp come alive.

Friends Camp Employment Reference

New England Yearly Meeting of Friends

CONFIDENTIAL

_____ has applied for a position as _____ at Friends Camp.
(Name of Applicant) (Position)

1. What is your relationship to the applicant? _____
2. How long have you know this applicant? _____
3. In what capacity have you known this applicant? _____
4. Does the applicant have the stamina to withstand a dynamic and intense summer with only one day off per week?

5. Do you know of any limitations that might hinder this person's working relationships with youth or adults?

6. What are the applicant abilities to work or play with young children?

7. How would you rate this person's maturity, motivation, and initiative?

8. Please make any other comments you would like to make: _____

Your name _____ Title: _____

Signature: _____ Date: _____ Phone: _____

Please return to:
Nat Shed, Director, Friends Camp
25 Burleigh Street
Waterville, ME 04901 USA

(207) 873-3499 or in the summer (207) 445-2361
E-mail: director@friendscamp.org

A caring and accepting community with Quaker values, creative activities, and zany fun!

FRIENDS CAMP

South China, Maine

New England Yearly Meeting of Friends

POSITION: Cabin Counselor and Activity Leader

QUALIFICATION:

1. Minimum of 19 years of age
2. At least one year of college, more preferred
3. Some experience significant to working with children in a camp setting

RESPONSIBLE TO: Camp Director and to your fellow staff members and the campers

GENERAL RESPONSIBILITIES:

1. Leadership and guidance of cabin group and program groups for youth between the ages of 7 and 17.
2. Lead and teach small and large group activities.
3. To be an excellent role model with high moral and ethical standards for all campers and staff members.

SPECIFIC RESPONSIBILITIES

1. Live with small group of campers and help each camper adjust and grow in relation to other campers and camp life; and monitor daily hygiene of each camper.
2. Work cooperatively as necessary with all other staff members in planning, implementation, and evaluation of the program.
3. To interpret philosophy, rules and regulations of the camp, with special emphasis on safety and health regulations for the campers.
4. Guide each individual camper in their participation in small group activities and if need help them get involved with the large group activities. Assist campers in choosing and scheduling their activities.
5. Assist with all camp program activities and other camp wide activities as assigned.
6. Act as host at tables in dining room and lead work cleanups responsibility.
7. Attend, lead, and participate in meeting for worship.
8. Attend staff meetings regularly and relay information to other staff not present. Contribute as necessary.
9. Set an overall good example for all, other staff, and campers.
10. Prepare written evaluation at the end of the summer following the guidelines provided by the Director.

Nat Shed, Director, 25 Burleigh Street, Waterville, ME 04901 USA – director@friendscamp.org – 207-873-3499