



# Outdoor Adventure Summer Day Camp 2023 Camp Staff Employment Application Form

Full Name (First Middle Last): \_\_\_\_\_

**Home Contact Info:**

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Cell Phone: (\_\_\_\_) \_\_\_\_\_ Home Phone: (\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_

Are you currently a certified teacher? Yes No If yes, where? \_\_\_\_\_

Grade level(s) and subject(s)? \_\_\_\_\_

➤ Please attach a copy of your teaching certificate.

Are you currently employed? Yes No If yes, where? \_\_\_\_\_

Are you currently a student? Yes No If yes, school name and where? \_\_\_\_\_

And what year (freshman, sophomore, junior, senior) during Fall 2023? \_\_\_\_\_

Which position are you applying for? Both positions require experience working with children and enjoy being outdoors in nature. \_\_\_\_\_ Lead Counselor (minimum 18 years old) \_\_\_\_\_ Assistant Counselor (minimum 18 years old)

Which Sessions of camp are you available? NOTE: the more availability you have, the better

Session 1: June 5-9, 8:30-11:30 AM 3-4 year olds

Session 6: July 17-21, 8:30 AM-3:30 PM 5-12 year olds

Session 2: June 12-16, 8:30-11:30 AM 4-5 year olds

Session 7: July 24-28, 8:30 AM-3:30 PM 5-12 year olds

Session 3: June 26-30, 8:30-11:30 AM 6-10 year olds

Session 8: July 31-August 4, 8:30 AM-11:30 AM 4-6 year olds

Session 4: July 5-7, 8:30 AM -3:30 PM 5-12 year olds

Session 9: August 7-11, 8:30 AM-11:30 AM 3-4 year olds

Session 5: July 10-14, 8:30 AM-3:30 PM 5-12 year olds

It is important you are available every day from start to end time. Camp staff arrive 30-40 minutes prior to camper sign in and leave 30 minutes after campers depart for the day. Will any days be a problem for you? Yes No

If yes, which days/times: \_\_\_\_\_

Describe any previous experiences you have had working as a camp counselor or teaching children. Specify ages.

Describe your experiences working with children outdoors. What was your favorite activity?

Why do you want to be an Outdoor Adventure Day Camp counselor or assistant counselor?

Have you ever attended day or overnight camps? If yes, what kind of camp and at what age were you? What was your favorite activity or memory of camp?

Do you have any special talents that would benefit camp?

Do you have any special needs we need to accommodate? If so, please list:

Do you have any allergies or any other medical condition(s) we should be aware of? If so, please describe and list medications you are taking.

### Application Acceptance Requirements;

- Completed Camp Staff Employment Application Form
- All camp candidates **must** submit their valid Driver's License or State ID for us to run background checks
- Provide three (3) Letter of Recommendations or references (name, phone number, address, email address)
- Attend the Mandatory Camp Staff Training Workshop scheduled for **Wednesday, June 21, 2023** 8:30 AM–4:30 PM. Lead and Assistant Counselors will attend a 7+/- hour training session at Dahlem required for State Licensing.
- All Camp Staff **must** have current First Aid, CPR/AED and Blood-borne Pathogens Certifications prior to the first day of working camp. Proof of certification is required. American Red Cross online courses are acceptable. Training is not offered or provided by Dahlem.

We will be conducting individual interviews in April and May 2023.

*I certify that all of the information in this application is true to the best of my knowledge. Falsification of information can result in dismissal from camp.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

If you have any questions, please contact Carrie Benham at 517-782-3453 ext. 106 or email [cbenham@dahlemcenter.org](mailto:cbenham@dahlemcenter.org).

Thank you for your interest to apply for the Dahlem Conservancy's Outdoor Adventure Summer Day Camp employment opportunity. **Please send this completed employment application form, three Letter of Recommendations or references, a copy of your Driver's License or State ID, and resume to:**



Carrie Benham, Camp Director  
The Dahlem Conservancy  
7117 S. Jackson Rd.  
Jackson, MI 49201

Email [cbenham@dahlemcenter.org](mailto:cbenham@dahlemcenter.org)  
Tele. 517-782-3453 ext. 106  
Fax 517-782-3441  
Website [www.dahlemcenter.org](http://www.dahlemcenter.org)