

You're about to have an unforgettable summer.

Running across the ball field, washing off the glitter glue, or swimming in the lake – with your six cabin kids laughing around you – you'll be in your element.

This summer, almost 3,000 city children will be packing their bags to stay at one of our five summer camps just north of New York City. For many, it'll be their first time away from the hot city streets.

Over four hundred counselors from around the world will be there to share the excitement, the tears, the achievements, and the challenge.

We're hoping that you can be one of them.



Ready to apply? Get started right here...

1. Fill out this application.

Once completed, mail this application to the address at the bottom of this page. If you prefer, this application can be filled out online at www.freshair.org instead.

2. Have an interview with one of our Directors.

Once your application has been received, we will call you to schedule the best time to talk to one of our Camp Directors. It will be a chance for us to conduct an interview, and a chance for you to ask all the questions you have about the summer. If you are living in the New York Metro area, you may be asked to visit us in Manhattan. We also conduct phone interviews.

3. Send us three written references.

If your application is successful, we will need three people to write a reference on your behalf before we can hire you. These people can be previous and present employers, school advisors, teachers, or college tutors; family members and close friends should not be used.

Of course, the sooner you get the references in to us the better – and decisions are usually made faster when three good references come in once you have applied.

There are two types of written references that we can accept:

a) A letter of recommendation, which should include how the person knows you. It is also important that the individual mentions your suitability to work with children. *Make sure that we have a telephone number for your reference.*

OR

b) A completed Camp Staff Reference Form – five forms have been included with this application. *Make sure that we have a telephone number for your reference.*

Each of your three references should be mailed or faxed to us by the person writing the reference. *Faxes can be sent to 212-681-0147.*

Camp Placement Information

For what position are you applying? _____

Are there other positions for which you are qualified? _____

In which camps would you prefer working?* (you may number choices) ABC Hayden-Marks
Mariah Hidden Valley Tommy The Model Farm The Ropes Course Any

Why? _____

Where did you hear about The Fresh Air Fund?

Please indicate how you found out about The Fresh Air Fund*:

I met a Fresh Air Fund Area Representative: _____

A present or former Fresh Air Fund Staff Member: _____

I was a former camper or Friendly Town Participant

College career office

Summer employment directory

American Camping Association

In the media

Internet

Other

Which college/website/directory/publication? _____

Education

What is your current college status?* Freshman Sophomore Junior Senior
 No College Graduated

High School*

College

Name of School & Location*

Name of College & Location

Diploma*

Dates Attended*

Degree

Dates Attended

Major/Minor*

Major/Minor

Graduate Work

Name of School/College & Location

Diploma/Degree

Dates Attended

Major/Minor

Experience – Paid or Volunteer

Please list all jobs and activities including military service, employment while in school and self-employment. Begin with the most recent.

Experience 1

Dates

Company/Organization

Address

Salary

Responsibilities

Responsibilities cont.

Experience 2

Dates

Company/Organization

Address

Salary

Responsibilities

Responsibilities cont.

Experience 3

Dates

Company/Organization

Address

Salary

Responsibilities

Responsibilities cont.

Experience 4

Dates

Company/Organization

Address

Salary

Responsibilities

Responsibilities cont.

Experience 5

Dates

Company/Organization

Address

Salary

Responsibilities

Responsibilities cont.

Experience 6

Dates

Company/Organization

Address

Salary

Responsibilities

Responsibilities cont.

References

Use this section to give us an idea of who you will be using as references in support of your employment. Former and present employers, supervisors and school advisors are perfect... just remember that relatives should not be listed. Most importantly, you should include people who have seen you working with children when possible.

Attached to this application are some reference forms so that you can get started on finding your three references. Needless to say, the sooner we receive references, the sooner we can finalize our decision.

Reference 1

Name

Company/Organization/School

Address

City, State, Zip/Postal

Telephone

Capacity known (e.g. employer, school advisor)

Reference 2

Name

Company/Organization/School

Address

City, State, Zip/Postal

Telephone

Capacity known

Reference 3

Name

Camp/School

Address

City, State, Zip/Postal

Telephone

Capacity known

Reference 4

Name

Company/Organization/School/Connection

Address

City, State, Zip/Postal

Telephone

Capacity known

Reference 5

Name

Company/Organization/School/Connection to you

Address

City, State, Zip/Postal

Telephone

Capacity known

Camping Activities

Enter a number from 1 to 3 for each of the following areas in which you have:
 (1) Some experience, (2) Much experience, (3) Ability to teach.

Outdoor Living Skills

- Fire Building Outdoor Cooking
 Shelter Building Orienteering
 Campfire Programs Low Impact Camping

Sciences

- Birds Plants and Trees
 Geology Pond Study
 Animals Environmental Science
 Computer Science

Arts & Crafts

- Clay Modeling Enameling Weaving
 Nature Crafts Painting Sketching

Dance

- Folk Modern Jazz
 African Socca Other

Woodshop

- Carpentry Use of tools
 Metal Work Mechanical Drawing

Music

- Musical Instrument Group Singing
 Music Therapy

Farming

- Gardening Other Farming

Office Skills

- Typing Computer Answering Phone

Sports

- Basketball Soccer Volleyball
 New Games Field Games
 Martial Arts Aerobics and Fitness
 Other _____

Others

- Newspaper Production Drama
 Creative Writing Video
 Television Production
 Photography Fashion Design & Sewing

General

- Storytelling Quiet Games
 Leading Discussions Other _____

Certifications

Do you have a current Driver's License?* Yes No If yes, expiration date: _____

Tell us about any certification courses that you've taken – courses such as those in First Aid, CPR, Responding to Emergencies, Lifeguarding, Water Safety Instruction and Sign Language are all very useful at camp.

Name of certification	Name of certification	Name of certification
Date of course	Expiration Date	Expiration Date
Date of course	Expiration Date	Expiration Date
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Date of course	Expiration Date	Expiration Date
Date of course	Expiration Date	Expiration Date

Essay-style Questions – continue on additional sheets if necessary

What do you think are the main duties of a counselor? _____

What do you think a good camping experience can do for a child? _____

What specific contributions can you make as a leader to the children at camp? _____

What methods would you use to make sure children behaved, attended a variety of activities and enjoyed camp? _____

What summer camping experiences, if any, have you had? _____

Describe some experiences you have had working with children: _____

By signing this application, I hereby authorize The Fresh Air Fund to investigate all information contained herein. I also certify that all of my statements on this application are accurate and complete, and I understand that my employment will be contingent upon the accuracy and acceptability of such information. Any misstatements, omissions, or false statements in this application will be sufficient cause for disqualification or dismissal. Further, I hereby authorize my former employer(s), references, and any other individual or organization to provide information solicited by The Fresh Air Fund.

Signature of Applicant: _____ Date: _____

Name of applicant: _____

Camp: _____
(Office Use Only)

Dear Sir or Madam,

The applicant named above has applied to work as a camp counselor with youngsters from low-income New York City families at a Fresh Air Fund summer camp. As part of the application process, every applicant must obtain three references. As soon as is convenient, please provide us with the information below and return the form directly to us by fax (212-681-0147) or mail (Camping Department, The Fresh Air Fund, 633 Third Avenue, New York, NY 10017). If you are interested, more information about our programs is online at www.freshair.org.
Thank you for your assistance.

Name of person providing this reference (please print): _____

<i>Please rate the applicant's...</i>	Superior	Better than Satisfactory	Average	Less than Satisfactory	Unacceptable
Ability to Learn	()	()	()	()	()
Job Performance	()	()	()	()	()
Disposition	()	()	()	()	()
Resourcefulness	()	()	()	()	()
Dependability	()	()	()	()	()
Cooperation	()	()	()	()	()
Patience	()	()	()	()	()
Adaptability	()	()	()	()	()
Attitude Toward Children	()	()	()	()	()
Leadership Skills	()	()	()	()	()
Judgment	()	()	()	()	()
Teaching Ability	()	()	()	()	()

If you had a son or daughter at camp, would you be satisfied to have the above named person responsible for your child's welfare? Yes No Unsure

I know the applicant as: Student Employee Friend Other _____

If employed, type of work performed: _____

If employed, reason for leaving: _____

Would you consider hiring (or re-hiring) the applicant? Yes No

Remarks: _____

Reference Signature _____ Date ____/____/____

Month Day Year

Position/Title _____ Telephone _____

Email Address _____ Alternative Telephone _____

The most convenient time to contact me to verify the foregoing is between _____ and _____

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