

## Counselor Application Information

Summer 2023 Saturday, June 10- Saturday, August 12

\*department heads may begin before June 10

Thank you for your interest in working as a counselor at Camp St. Charles. Staff who are 18 (or have graduated high school) or older are senior counselors and will work in several roles at camp. They will all lead teams, supervise cabins and lead activities.

Camp counselors provide the fun and care for our campers and staff members have the opportunity to build an amazing community and make lifelong friendships.

Senior counselors must have training or complete training to lead an activity prior to working with campers. Experience working with children is ideal and we will provide training prior to the campers' arrival.

Following staff training week, each staff person will have one 24 hour period off per week when they may leave camp. We encourage staff to enjoy breaks away from camp on their days off. Counselors may request particular days off and days off with friends. Admin will do their best to honor those requests while ensuring that camp is staff daily.

Counselors will be supervising campers during activities, at meals, in cabins and through the night. Each counselor will have breaks scheduled daily. During those breaks, counselors may relax or join in activities and will remain on site.

Each Saturday between sessions will be staff development day with training, maintenance and cleaning of camp and some extra time to prepare for the next group of campers.

During staff training week, staff may be trained in one or more of the following specialized activity areas:

- Arts and Crafts (ceramics)
- Archery Instruction
- Riflery Instruction
- Canoe/Stand Up Paddle Board Instruction
- Challenge Course/Giant Swing Facilitator
- Lifeguarding/Swim Instructor

There are NO general counselors hired for Camp St. Charles. All counselors will lead activities. Additional pay is available for staff members who arrive at camp with current instructor qualifications. Camp may reimburse staff for training completed prior to arrival at camp. Please contact the director prior to enrolling for a course to ensure the training will meet our requirements.

If you are 18 years old or older, please do not have your parent contact me for information regarding your job at camp. It is not appropriate for an adult seeking employment to have their parent communicate with their potential employer. It is a

violation of your privacy for an employer to speak to your parent about your employment.

**Base Pay for counselors is \$3000 for a 9 week contract**

Additional pay and bonus for current certifications, years of service and additional areas of responsibility or extended contracts

In order to apply for a position at camp, you will need to complete the following:

- Staff Application (online or via mail)
  - Staff Questionnaire (via email or mail)
  - Have 3 personal references mailed directly to Camp St. Charles Attn:  
Laura Hall P.O. Box 99 Issue MD 20645
- \*\*You may wish to provide each reference with an envelope that is stamped and addressed to assist them in providing the reference.

Once the above items are received, Laura Hall, Camp Director, may contact you regarding a personal interview. Applicants are encouraged to call or email to confirm that documents were received. [director@campstcharles.org](mailto:director@campstcharles.org) or 301-934-8799

Following a successful interview, there is a significant amount of employment paperwork, background checks and online training that must be completed prior to arrival. Typically, staff members are asked to complete these requirements by May 1. Counselors who are hired late in the spring will be given more time to complete training AND it must be complete before arriving at camp.

All offers of employment are conditional and depend on successful completion of all required paperwork, training and satisfactory background check results.