



Grace Art Camp 2010
NEW COUNSELOR
Application for Employment
Please attach a current resume to this form.

Date: _____
Name: _____
Address: _____
City: _____ State: _____ Zip: _____
Home Phone: _____ email: _____
Cell Phone: _____
School and Grade attending in Fall 2010 (if applicable): _____

1. Because of the intensive energy required for this position, most counselors ask to work for fewer than 7 weeks. How *many* weeks would you ideally like to work?

_____ 1 _____ 2 _____ 3 _____ 4 _____ 5 _____ 6 _____ 7

2. Please rank your preferred weeks to work, from 1 to 7. If you can't work during a certain week, put an X in that spot. If you would prefer working a week that a family member is either working or attending camp, please write his/her name in after the week. (Shift hours are 8:30 am to 3:30 pm.)

_____ Session 1: June 28 – July 2 – *Anansi Trickster Tales* – Caribbean
_____ Session 2: July 5 – 9 – *Zebo Nooloo Chinoo* – Trinidad
_____ Session 3: July 12 – 16 – *The Faithful Friend* – Martinique
_____ Session 4: July 19 – 23 – *The Twins and the Bird of Darkness* – The Antilles
_____ Session 5: July 26 – 30 – *Sugar Cane* – Caribbean Islands
_____ Session 6: August 2 – 6 – *Martina the Beautiful Cockroach* – Cuba
_____ Session 7: August 9 – 13 – *The Faithful Friend* – Martinique

3. Have you worked at Grace Art Camp before? YES – If yes, please list all years. – NO
4. Have you worked with children or youth before? If so, where, how, what ages?
5. Describe other leadership roles you have had and what positive and/or negative experiences you had in those positions.
6. Describe your background in the arts. What kinds of arts do you enjoy or have experience in —dance, drama, painting, glass, book arts, sculpture, music, and/or fibre arts?
7. Art Camp is open from 8:00 am to 4:30 pm Monday through Friday, plus two hours for the Friday evening performance. Your regular shift would be from 8:30 am to 4:00 pm, with on half hour for lunch (unpaid). Describe any conflicts you might have with this schedule.

8. Are you willing to contribute volunteer time outside of your normal work shift? YES NO

9. What aspects of the position as described (see following pages) would be the most challenging part about being a Counselor and what would be the most rewarding?

10. In the skills list below, (Arts, Success, Community) indicate the areas in which you are already proficient (put a star★), and those which you would like to develop (put check mark ☑).

Arts

- __ Capable of assisting staff in the set-up, clean-up, and running of studio classes.
- __ Works in studio as a ROLE MODEL in the ARTS, PARTICIPATING with creativity and an enthusiastic, informed and positive attitude.
- __ Able to assess and anticipate changing needs within a group and take appropriate action. Knows when to work very fast, when to assist kids, and when to attentively watch the creative process.
- __ Takes initiative and consistently shows focused attention to what campers and staff need and how to help them.

Success

- __ A good "work ethic": arrives at 8:30 each day, signs in, is ready to work, and cleans up without being asked.
- __ Shows self-care: Strives to get plenty of rest, eats breakfast, brings lunch, and talks to staff if having physical/emotional needs that require attention.
- __ Able to improve in leadership skills, taking on challenges suggested from staff or as needed.
- __ Able to address problems or conflicts with staff or get help as needed.
- __ Able to listen to, accept and learn from constructive direction.

Community

- __ Able to appropriately compliment students and staff in an honest and specific way.
- __ Feels capable and proves successful in helping students who withdraw, need a lot of attention or need limits, and, also, is able to alert staff to these needs.
- __ Actively participates in assemblies, in singing songs, and in showing camp spirit! Also, demonstrates cultural awareness and sensitivity especially as related to camp theme.

11. Please give us three references (non-relatives – e.g. teachers, previous employers, etc.):

Name: _____ Relationship: _____
Phone/s: _____
Name: _____ Relationship: _____
Phone/s: _____
Name: _____ Relationship: _____
Phone/s: _____

12. What is the greatest contribution that you feel you can bring to Grace Art Camp?

13. What else should we know about you or what you are like to work with?

See application procedure below on Job Description Page.
Return only the two pages of this application, not the description pages.

<p>FOR OFFICE USE ONLY</p> <p>Interview Date: _____ By: _____</p> <p>Notes:</p>
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Grace Summer Art Camp 2010

Job Description – Counselor

Classification	Part-time, temporary employee, \$314.50 per week, depending on experience. Benefits: Worker's Compensation. <i>Employee is not paid for hours not worked.</i>
Hours	<p>Monday through Friday, 8:30 am to 4:00 pm, one or more of the following weeks:</p> <p> _____ Session 1: June 29 – July 2 – Anansi Trickster Tales – Caribbean _____ Session 2: July 5 – 9 – Zebo Nooloo Chinoo – Trinidad _____ Session 3: July 12 – 16 – The Faithful Friend – Martinique _____ Session 4: July 19 – 23 – The Twins and the Bird of Darkness – The Antilles _____ Session 5: July 26 – 30 – Sugar Cane – Caribbean Islands _____ Session 6: August 2 – 6 – Martina the Beautiful Cockroach – Cuba _____ Session 7: August 9 – 13 – The Faithful Friend – Martinique </p> <p>Additionally, some volunteer weekend hours (for camp set-up and take-down) would be greatly appreciated before and/or after each session of camp for which you are employed. There is also a two-hour Friday Evening Program for which your participation is required and paid.</p>
History	<p>Grace Art Camp began in 1997 with a focus on celebrating stories and cultures of the world through the arts. Art Camp places story at the heart and inspiration of its curriculum – this year we are exploring Tales from the Caribbean. A week at Grace Art Camp provides children ages 4-12 the chance to explore new skills and ideas through music, dance, drama, visual arts, book arts, ceramics, glass, and fiber arts while immersed in story, culture and art.</p> <p>Grace Art Camp 2010 will be dedicated to the people of the Caribbean nation of Haiti as they rebuild their lives in the wake of the devastating earthquake on January 12. There will be special moments for recognition through an additional story, fundraising and some information sharing.</p>
Position Qualifications	<p>Camp Counselors must be <u>at least 16 years old.</u></p> <p>Positive experience working with children and adults</p> <p>Good communication and leadership skills with children as well as adults.</p> <p>Ability to set goals and to learn from constructive praise and criticism.</p> <p>Energetic and self-motivated and a strong interest in the arts.</p> <p>Babysitter's license or First Aid/CPR license preferred.</p> <p>Available to attend unpaid Grace Art Camp training session.</p>

<p>Position Responsibilities</p>	<p>Beginnings and Closure. Work with camp staff and leadership to maintain safety and security with sign-in and release of campers. Organize morning and afternoon sign-out procedure. Introduce and leads interactive activities as needed. Share daily camp chores for set up and clean up.</p> <p>Studio Time. Work with Studio Artists and Assistants to help with studio art projects and activities as assigned, while encouraging campers' participation and independent creativity. Help campers discuss their work appropriately and to clean up in a timely manner.</p> <p>Recreational Activities. Work with Grace Art Camp staff to lead the organization of structured and unstructured playtime and meals for children, including assisting with safe travel to and from rooms on the campus.</p> <p>Teamwork: Effectively participate in a team of staff and volunteers of all ages, including youth volunteers (CITs), who assist the counselors. Is committed to the philosophy of Grace Institute. Actively participate in all required team meetings, training sessions and camp chores.</p> <p>Documentation and Evaluation: Complete all paperwork to effectively evaluate program and self.</p> <p>Public Relations. Is prepared to courteously answer questions about Grace Art Camp, if asked. Able to refer visitors to appropriate staff for additional information about Grace Institute and Grace Art Camp. Demonstrates initiative and positive attitude about all camp related activities while at camp and in the wider community.</p>
<p>Reports to</p>	<p>When in Studio: Studio Artist</p> <p>Outside Studio (as a "Color Counselor"): Executive Director</p>
<p>To Apply</p>	<p>Complete and return the two-page Counselor Application, with a current resume attached, to:</p> <p>New Counselor Positions</p> <p>Attention: Esme Culver</p> <p>Grace Art Camp</p> <p>1535 NE 17th Ave, Portland, OR 97232</p> <p>Or you may fax to 503-249-0938 or scan and email to esme@grace-memorial.org</p> <p><i>All applicants will be screened and required to interview for open positions.</i></p>