

## RARITAN TOWNSHIP RECREATION SUMMER INTERSESSION CAMP VOLUNTEER JUNIOR COUNSELOR APPLICATION – 2023

- Do you enjoy working with and helping younger kids?
- Are you Reliable? Responsible? Punctual?
- Do you want a volunteer job that could lead to more opportunities?

**If you can answer yes to all of these questions, then please read on!**

Raritan Township Recreation is looking for outgoing, independent, and responsible middle-schoolers to be Junior Counselors at our morning Summer Intersession camps held at Barley Sheaf and Copper Hill Schools. This is a volunteer position designed to provide you with experience in a structured work environment. Job responsibilities include:

- Monitoring and leading a group of campers
- Helping campers with arts & crafts and skit preparation
- Taking campers for bathroom breaks and drinks
- Retrieving and returning equipment and supplies for games, activities, etc.
- Assisting your counselor with whatever he or she needs

Junior Counselors will report to their assigned site on weekdays from June 29<sup>th</sup> – July 28<sup>th</sup>, 8:45 a.m. to 12:00 noon. (Camp will be closed on July 3<sup>rd</sup> and 4<sup>th</sup>.) Prior to the start of camp, you must attend a Parent/Junior Counselor information meeting at 6:00 p.m. on Tuesday June 27<sup>th</sup> AND orientation on Wednesday June 28<sup>th</sup> from 9:00 a.m. to 12:00 noon. You must be available for camp every day it's in session and be able to attend both the information meeting and the orientation. DO NOT APPLY if you cannot commit to all of these dates.

Please note that cell phone use is not allowed while you are working. All Junior Counselors will be required to check their cell phones with their Counselor each day when they arrive. Cell phones will be returned at the end of the session.

Interested? Please fill out the Application form, Emergency form, and sign the Junior Counselor Responsibilities form. **EMAIL** the completed documents to [recreationdept@raritantwpnj.gov](mailto:recreationdept@raritantwpnj.gov). Forms **will not** be accepted via any other means.

**APPLICATION FOR VOLUNTEER JUNIOR COUNSELOR**  
***(PLEASE PRINT)***

Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Grade Completed in June 2023 (must have completed 6<sup>th</sup>): \_\_\_\_\_

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

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

Please **CIRCLE** your preference for school (camp location) and the age group/grade you'll work with:

School:        Barley Sheaf    Copper Hill    Either

Age Group/Grade: Pre-K/K    1<sup>st</sup>    2<sup>nd</sup>    3<sup>rd</sup>    4<sup>th</sup>    5<sup>th</sup>    Any

Why do you want to be a Junior Counselor at the Raritan Township Summer Intersession camp?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I am available every day camp is in session: **Yes**    **No**

My parent and I are available for Parent/Counselor meeting at 6:00 p.m. on June 27<sup>th</sup>: **Yes**    **No**

I am available to attend orientation on June 28<sup>th</sup> from 9:00 a.m. to 12:00 noon: **Yes**    **No**

**Signatures**

You must get a signature endorsing your application from one of your current teachers and from a parent.

Applicant's Signature: \_\_\_\_\_

Teacher Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Parent Name: \_\_\_\_\_ Signature: \_\_\_\_\_

**Teachers:** Your signature on this application indicates that based on your knowledge of this individual you believe he/she will be able to fulfill the duties and responsibilities of being a Junior Counselor.

**Parents:** Your signature on this application indicates that you understand what your child is committing to, and you have read the entire application with your child. Please contact the Recreation Department if you have any questions or concerns before signing and submitting the application.

**JUNIOR COUNSELOR EMERGENCY INFORMATION FORM**

Junior Counselor's Name: \_\_\_\_\_

Known Allergies: \_\_\_\_\_

Conditions and/or medications currently being taken: \_\_\_\_\_

\_\_\_\_\_

Date of last tetanus shot: \_\_\_\_\_

Insurance Company: \_\_\_\_\_ ID/Contract No.: \_\_\_\_\_

Family Physician: \_\_\_\_\_ Physician Telephone: \_\_\_\_\_

I, being the parent or legal guardian of the above-named child, do hereby appoint Kim Creighton, Recreation Director and their adult designee, to act in my behalf in authorizing medical and hospital care, excluding major elective surgery, for the above-named child during the Raritan Township Summer Intersession Program, which is in session from June 29 – July 28, 2023.

This document shall be presented to the appropriate hospital representative at such time as expected hospital care may be required.

Parent/Guardian Name (Please Print): \_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

Daytime Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Name/Number of Alternate Local Contact available during camp hours who knows how to reach you:

\_\_\_\_\_

## JUNIOR COUNSELOR DUTIES AND RESPONSIBILITIES FORM

### JUNIOR COUNSELOR PLEDGE

If I am selected to be a volunteer Junior Counselor for Raritan Township Recreation, I pledge that I will:

1. Keep my campers safe.
2. Listen to my Counselor and do whatever I can to help him or her.
3. Never leave my campers unless instructed to do so by my Counselor.
4. Make good decisions and think before I act.
5. Be a good role model for the campers.
6. Never use inappropriate language or make inappropriate gestures.
7. Ask questions if I am not sure of something.
8. Never carry, grab, or hold campers, for their protection and mine.
9. Leave my cell phone with my Counselor when I arrive.
10. Have fun!

### JUNIOR COUNSELOR DISCIPLINE POLICY

I understand that if I am disciplined by the Site Director, the following policy will be enforced:

1. The first time I will receive a warning.
2. The second time I will be suspended from camp for one day.
3. The third time I will be dismissed from my position.
4. Harassment, intimidation, or bullying of any kind or of any person will result in my immediate dismissal.

### NO GUARANTEES

Counselors are hired each year based on staffing needs and employee performance. Juniors must show that they are responsible, mature, hardworking, and able to organize and control a group of kids. I understand that **I am not guaranteed** a Counselor job when I turn 14.

I recognize that, as a Junior Counselor, I am helping to care for children. I and my parent agree to all the requirements stated herein and confirm that I will conduct myself in a safe and responsible manner.

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Applicant's Signature

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Parent's Signature



# Township of Raritan

## **Release of Liability: Volunteering**

1. **Assumption of Risk** – As the parent or guardian of the below named minor or dependent, I assume full responsibility for the decision for my child/dependent to volunteer with Raritan Township Recreation programs and/or summer programs. I acknowledge that volunteering with Raritan Township Recreation my dependent may encounter known and unanticipated risks, which could result in physical injury, or property damage. I understand that such risks cannot be eliminated without jeopardizing the essential qualities of the activity. These risks may also occur as a result of my dependent’s own actions, inactions or negligence, as well as actions, inactions or negligence of others, weather conditions, condition of equipment, condition of the facilities and grounds, natural disaster, national disaster, and any first aid emergency treatment which may be administered. There may also be other risks that are not foreseeable at this time.

2. **Release** – As part of the consideration for my dependent volunteering with the Raritan Township Recreation Program, I release, discharge, and hold harmless Raritan Township Recreation, the County of Hunterdon, any director, officer, employee, or any person acting in any capacity on their behalf (hereinafter collectively referred to as “RTR”) from all demands, causes of action, suits, contracts, agreements, obligations, covenants, defenses, costs, liabilities, and judgments, whatsoever, known or unknown, suspected or unsuspected, in contract or in tort, in law or in equity, which I might have against the RTR, arising from my child/dependent’s participation as a volunteer.

3. **Waiver and Indemnification** – I hereby waive all claims and demands against the RTR for any loss, damage, injury or claim of any kind arising from, related to or caused by my dependent’s volunteering and agree to indemnify, defend, and hold harmless RTR from all loss, liability, damages, costs, and expenses (including actual attorney’s fees) arising from or related to same.

4. **Photography/Video** - In permitting my dependent to participate as a volunteer, I understand that my dependent’s photograph/video may appear in publicity or brochures marketing RTR programs and facilities. I understand that there are no rights granted to me or my dependents to inspect or approve photographs/videos prior to publication.

5. **Term** - I have read this Agreement and agree to be bound by its terms. This Agreement shall be effective for all RTR programs in which my dependent participates throughout the entire 2023 calendar year. I freely execute this document.

\_\_\_\_\_  
Volunteer Participant Name

\_\_\_\_\_  
Parent/Legal Guardian Name (Please Print)

\_\_\_\_\_  
Signature of Parent/Legal Guardian

\_\_\_\_\_  
Date