

Dear Parent or Guardian,

We are delighted that your teen is considering applying to join our summer staff! This will be an amazing opportunity for them to make a difference in the lives of our campers, plus learn and grow so much themselves. For many of our Assistant Counselors, we have watched them grow up here at Hazen. It has been a pleasure to see them grow into the confident young adults they are now.

We ask parents to have an honest conversation with their child about applying for this job. It's not just about getting another year at camp. This is a position of immense responsibility. Looking after other people's children is a serious business. They need to be ready to put children's needs above their own.

This isn't a job for everyone, and we have a limited number of positions for staff that are under 18. Not everyone who applies will be offered a job. Sometimes it is because they may not be ready for this kind of responsibility, or it could simply be that we don't have a spot for them that matches their availability. If they are not offered a job, this can be an emotional time, they will need your understanding and validation. For those that are offered a position celebrate with them and offer support as the summer approaches.

Regards,

Kath Davies
Camp Director



THEY'RE APPLYING FOR A JOB...

HOW CAN YOU BE A SUPPORTIVE PARENT AS THEY APPLY?

Be a mentor not a manager. The applicant will receive all of the information they need with regards to the application process via email. Coach them, guide them, question them to find the answers—as they have to do the steps of the application process themselves.

Of course they love camp. Working at camp isn't for everyone. Loving camp, and loving to work at camp are two very different things. Have this conversation with your teen so you both have realistic expectations.

Be realistic. We are hiring staff to supervise other people's children—you've met our staff, you know we have high expectations of them. We need staff that have the capacity to not only look after themselves, but have room to spare to look after children. Is your teen ready to fulfill that role?

Listen. They may have some nerves or second thoughts about doing this work. Be a sounding board, and remind your teen of the skills they bring and the opportunity they have. If they sees obstacles, encourage them to get in touch with camp themselves and start a conversation. Communicating for themselves is a crucial skill for employees.

Be proud! Believe it or not, working at a summer camp is no easy job. You give up many of the freedoms of the outside world, and become immersed in a different universe! That your teen shows an interest in this shows a great strength of character.

DATES TO KNOW:

- **Application Deadline:** October 31st
- **Group Interviews:**
 - 5-8pm Thursday 11/21
 - 9am-12pm Saturday 11/23
 - 1:30-4:30pm Saturday 11/23
- **Online Interviews:** Mutually agreed upon date in November
- **Forms Due:** May 1st
- **AC Training Weekend:** Saturday May 17th to Sunday May 18th, 8:30am—3:30pm
- **Staff Orientation:** 2pm June 14th—8pm June 20th

AC SESSIONS:

- **First Half of Summer:**
Training + Sessions A&B
June 22nd—July 18th
- **Second Half of Summer:**
Training + Session C, D & Sampler
July 20th—August 23rd
- **Split Summer:**
Training + Sessions A, D & Sampler
June 22nd-July 4th, August 3rd-23rd

CAMPER SESSIONS:

- Session A: June 22nd—July 4th
- Session B: July 6th—18th
- Session C: July 20th—August 1st
- Session D: August 3rd—16th
- Sampler: August 17th—23rd



COMMUNICATION WITH CAMP

For years you have been the primary contact with us about your child's camp experience. Now, your child is applying for a job. It will be hard for you to give up this direct line of communication, but it is important for your teen to own the responsibility of communicating with their employer. If you need an answer, ask your child first - you may need to remind them that they probably have the information in an email. Then, encourage them to reach out to the office to ask the question.

Of course at the end of the day we are happy to give you general information about dates for trainings and such - but information pertaining directly to an employee will only be shared with their consent.

HOUSING

If your child is a counselor in our day camp program and has chosen to live on site, they will live in staff housing. If your child works in overnight camp, they will be assigned to one of our camper cabins. All our housing for both staff and campers consists of Girls+, Boys+ and All Gender Cabins. We encourage you to have a conversation with your child prior to them making their preference.

TIME OFF

As the parent of a staff member under the age of 18, we want to make sure that you are aware that your child will be given opportunities to leave camp on their days off.

Counselors and Assistant Counselors usually have three days off per two-week session. Days off are announced the 2nd Wednesday of each session for the following two weeks.

Each time off block looks slightly different:

Overnight Camp:

- Day Off #1: Starts at 10:00am and end at 11:00pm.
- Day Off #2: Starts at 6:00pm and ends at 4:00pm the following day. If they are planning on sleeping at camp, they must return by 11:00pm.
- Day Off #3 "Changeover": Check Out Friday at approximately 9:30pm to 9am on Sunday Morning for Check In Day

Day Camp

- Day #1&2: Middle Friday evening to Sunday at 11:00pm
- One evening off each week.
- Day Off #3 "Changeover": Check Out Friday at approximately 9:30pm to 9am on Sunday Morning for Check In Day

Plus, all staff will have a time off during staff orientation if they are here for those weeks.



CAMP HAZEN YMCA PARENTAL CONSENT—U18

Full Name of Staff Member under the age of 18.....

My child has my permission to leave Camp Hazen YMCA property on their days off. They may be transported by Camp Hazen YMCA or may make other arrangements. I understand that in doing so, I assume and accept responsibility and risk associated with allowing the above mentioned minor to leave camp.

I have discussed guidelines with my child, including:

- Who they may or may not accept transportation from or provide transportation to
- Appropriate activities on time off
- Expected communication with home and camp
- Housing assignments

I understand Camp Hazen YMCA is not responsible if they do not follow these guidelines.

.....
Signature of Parent/Guardian

.....
Date

.....
Signature of Under 18 Staff Member

.....
Date

PLEASE RETURN TO CAMP BY MAY 1st

Camp Hazen YMCA
204 West Main Street, Chester, CT 06412
(860) 526-9529 Fax: (860) 526-9520

PARENTAL CONSENT—U18

Dear Parent or Guardian,

We are delighted that your child will be joining our summer staff! This will be an amazing opportunity for them to make a difference in the lives of our campers, plus learn and grow so much themselves. For many of our Assistant Counselors, we have watched them grow up here at Hazen. It has been a pleasure to see them grow into the confident young adults they are now. Your child has been chosen for a position as an Assistant Counselor or Counselor because we feel that they are ready for the responsibility of taking care of our campers.

We ask parents to establish guidelines with your child for their time at Hazen. In their transition from camper to counselor they will start experiencing camp in a different way. Being independent from your household, our young staff members will find themselves making decisions on their own. A few topics we wish for you to discuss with your child ahead of time is their time off, housing situation, and communication.

Thank you for trusting Camp Hazen YMCA with your child for so long and we are excited to move forward with them as part of our staff team.

Kath Davies
Camp Director

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COMMUNICATION WITH CAMP

For years you have been the primary contact with us about your child's camp experience. Now, your child has a job with us. It will be hard for you to give up this direct line of communication, but it is important for your teen to own the responsibility of communicating with their employer. If you need an answer, ask your child first - you may need to remind them that they probably have the information in an email. Then, encourage them to reach out to the office to ask the question.

Your child may have some nerves or second thoughts about doing this work. Be a sounding board, and remind them of the skills they bring and the opportunity they have. If your child sees obstacles, encourage them to get in touch with camp themselves and start a conversation. Communicating for themselves is a crucial skill for employees.

Of course at the end of the day we are happy to give you general information about dates for trainings and such - but information pertaining directly to an employee will only be shared with their consent.

COMMUNICATION WITH HOME

In an effort to keep camp focused on personal interactions we are a technology free environment. This applies to our staff as well. Our staff do not always carry their cell phones with them (a wrist watch would be a great gift for them!) Staff have breaks during the day where they can access their phones and Wi-Fi. In the age of instant responses don't be alarmed if it takes time for your child to respond to your texts and voicemails. It is not uncommon for staff to take a couple of days to get back in touch with parents at home, as the chances are they are spending their free time at camp hanging out with their new friends!

HOUSING

If your child is a counselor in our day camp program and has chosen to live on site, they will live in staff housing. If your child works in overnight camp, they will be assigned to one of our camper cabins. All our housing for both staff and campers consists of Girls+, Boys+ and All Gender Cabins. We encourage you to have a conversation with your child prior to them making their preference.

THEY GOT THE JOB!

HOW CAN YOU BE A SUPPORTIVE PARENT OF A STAFF MEMBER?

Listen. Your child may have some nerves or second thoughts about doing this work. Be a sounding board, and remind your child of the skills they bring and the opportunity they have. If your child sees obstacles, encourage them to get in touch with camp themselves and start a conversation. Communicating for themselves is a crucial skill for employees.

Be proud! Believe it or not, working at a summer camp is no easy job. You give up many of the freedoms of the outside world, and become immersed in a different universe!

With that in mind, **don't be surprised** when you don't get a reply to that text immediately, or possibly even the same day. Their phones won't be stuck to them like at home.

In the same vein, don't be shocked when they choose to spend their day off with other staff. **If you have expectations** for them to have family time, please talk to your teen about that before the summer, so they can plan accordingly. If your family has rules about who can drive your cars, or who your teen can be in a car with, be sure to make those expectations clear to them. You will be asked to sign off on our time off policies for staff that are under 18.

Be a mentor not a manager. When you do hear from your child, you may hear about frustrations or fatigue or feelings that you want to fix. Hold that thought! Part of handling a job is learning what to do when it's challenging.

Give your young adult the space he or she needs to express those emotions, without jumping in with solutions right away. Ask what they've already tried, ask what they're considering doing next. Ask them to let you know how it goes.

Give empathy without intervening. If your child is at a loss for how to handle a situation and reaches out to you, reach back. Give empathy, and (if none of the asking from the last tip worked) give some suggestions. If you offer more than one, your child still has the opportunity to pick one and try it - a valuable part of the problem-solving cycle.

Reach out to camp directly if your child is at risk. You are always an expert in your child. If you fear they are in a bad situation, physically or mentally, please do reach out to camp leadership and let them know.



DATES TO KNOW:

- **May 1st**- Forms Due
- **Saturday May 17th** to **Sunday May 18th**, 8:30am—3:30pm—AC Training Weekend
- **2pm June 14th** **8pm June 20th**—Staff Orientation

SESSIONS:

- **Session A:** June 23rd—July 4th
- **Session B:** July 6th—18th
- **Session C:** July 20th—August 1st
- **Session D:** August 3rd—15th
- **Sampler:** August 17th-23rd