



Dear Riverbrook Regional YMCA Summer Camp Applicant,

Thank you for your interest in our Summer Camps. Please review our **Camp Staff Hiring Process** carefully:

Step 1: APPLY ONLINE- Please take the time to review and complete the entire camp application. The Camp Application must be completed online. Click on the [Camp Application link](#) in our Staff Info Section of the website.

Please be sure to use an email address that you will be checking frequently, as this will be the method of communication to set up interviews and receive hiring information. This should be a personal, non-school email.

If you are a past C.I.T., please pay special attention to the C.I.T. questions in the application.

Step 2: REFERENCES- Three reference are also required as part of the application process. Once you complete the application, a Camp Director will email you a link to submit your three (3) reference names and their email. A Camp Director will then reach out DIRECTLY those individuals for them to complete the reference forms. Reference should be someone who can effectively rate your character and work ethic (i.e. teachers, coaches, guidance counselors, parents of children you have babysat for, employers, etc.) One of the three references may be a relative, but they cannot be your parent(s). **All** reference forms will be submitted electronically. If after two attempts, the reference has not responded to the email request, you as the applicant will be contacted to provide another reference with a valid email address.

After you complete your camp application, you will receive an email confirming receipt of your application within one week of submission, followed with the reference form to complete. If you do not receive the e-mail confirmation within one week after you submit your camp application, please e-mail Kimberly Fejes at kfejes@riverbrookymca.org.

Step 3: THE INTERVIEW PROCESS- Qualified applicants will be contacted to participate in a "Group Job Interview". Group Interviews may occur between March- May. Qualifications are based on the following criteria:

- Experience working with children
- Camp experience, Volunteer work
- References
- Number of weeks applicant is available to work (6 week minimum). Camp runs from June 24- August 16, for Camp Gordyland and Camp Sunrise. Race4Chase Camp runs June 24- August 1st, Monday- Thursday, 8-1pm, with the Triathlon Event on Saturday, August 3rd.

If you exhibit the qualities that are valuable to our camp team DURING the "Group Interview", we will invite you to return for a "One-On-One Interview".

PLEASE NOTE: If you participated in our Counselor-in-Training camp program, you have earned the opportunity to meet with a camp director "one-on-one" without participating in a "Group Interview". However, it **does not** guarantee employment at THE RIVERBROOK YMCA SUMMER CAMPS.

*At this time, in accordance with our youth camp license from the Office of Early Childhood, upon hiring, staff will need to complete an online background check and may be required to be fingerprinted. Additional instructions will be provided upon hiring.

HINT, HINT: Do your homework and visit our website to learn more about Camp Gordyland: www.wiltonymca.org/programs/summer-camp/

We look forward to meeting with you. Please feel free to contact us if you have any questions:

Mike Kazlauskas
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Kimberly Fejes
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