APPLICATION AND SELECTION PROCESS

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INSTRUCTIONS:

- Read the Program Summary (on website) and the description of positions available below.
- Complete the application and return it to the USC-Trojan Kids Camp Office in the Lyon Center or email to brass@usc.edu by April 7, 2014.
- The Selection Committee will notify those applicants selected for an interview, which will take place April 21st – April 25th, 2014.
- Notification of results to each candidate will be no later than May 5th, 2014.
- Staff confirmation/acceptance letters need to be turned in to the office by May 12th, 2014.

Positions Available

- **Specialists ($12.00/hr)** - Specialists will be required to teach fundamentals and advanced skills in their specific activities. Teaching experience is required. Background as a performer or competitor is preferred. Specialist areas may include: swimming (current WSI required), tennis, dance/rhythms, martial arts, volleyball, soccer, yoga, golf.
- **Counselor ($10.00/hr)** – Counselors are required to assist in teaching and to supervise groups. Additional responsibilities may include: equipment regulation, facility operation, health and nutrition control, and other administrative duties as assigned.

University of Southern California
Lyon University Center - Los Angeles, CA 90089-2500 Phone: (213) 740-5127 FAX: (213) 740-9739
Application for USC TROJAN KIDS CAMP Staff - Summer 2014

Please type or print

Please Check One: _______ Specialist _______ Counselor _______ Both

I. General Information:

Name: ____________________________________________
Last First Middle

Email: ________________________________________@_____________________

Mailing Address: Permanent Address:

Street Address Apt. No. Street Address Apt No.
City State Zip City State Zip

(Area code) Home Telephone (Area code) Cell Telephone

II. Availability:

Can you work from 8:30-4:15pm from July 7 to July 25, 2014? □ YES □ NO

If no, please explain: ________________________________________________________________________________

__________________________________________________________________________________________________

III. Miscellaneous Information:

Previous Trojan Kids Camp involvement? (As staff, volunteer, participant, etc.) Yes No (Circle one)
If so, how many years: ______ What school?: ____________________________________________________________

List any physical condition(s) that may limit your ability to perform the job for which you applied. Please describe:

____________________________________________________________________________________________________

____________________________________________________________________________________________________

____________________________________________________________________________________________________

IV. Educational Background:

<table>
<thead>
<tr>
<th>Name</th>
<th>Major</th>
<th>Degree Earned</th>
<th>Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>High School</td>
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<tr>
<td>Junior College</td>
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<tr>
<td>Trade/Tech Training</td>
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<tr>
<td>College/University</td>
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<tr>
<td>Post-Graduate</td>
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</table>

Please list teaching credentials and certifications: __________________________________________________________

____________________________________________________________________________________________________

V. Sports Participation: Indicate professional, collegiate, city league and other teams in which you have been involved as an instructor, participant or coach:

____________________________________________________________________________________________________

____________________________________________________________________________________________________

List previous volunteer work with youth:

____________________________________________________________________________________________________

____________________________________________________________________________________________________

____________________________________________________________________________________________________
**VI: Teaching Skills (Self-evaluation)** Evaluate your teaching skills by filling in the blanks in each section by using the scale below. Do not confuse "playing ability" with "teaching skills".

**Key:**
1 = Not familiar with activity - have no instructional background.  
2 = Some familiarity with activity - not very proficient.  
3 = Average familiarity with activity - can assist in activity to a limited extent.  
4 = Quite familiar with activity - can give good assistance with the activity.  
5 = Capable of organizing and instructing activity - high degree of proficiency 

**Extensive background.**

**Counselor Aides:**
- Badminton
- Tennis
- Ultimate
- Basketball
- Dance
- Other ___________________________

**Sport**

**Rating**

**Teaching responsibilities**

**Age group involved**

**Years**

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**Specialists:** (Sports other than football and basketball.) Please use 1= (low) through 5= (high) numbering key to rate your **teaching ability** in your specialty area(s).

**Sport**

**Rating**

**Teaching responsibilities**

**Age group involved**

**Years**

---

**Aquatics specialists:**

1. Are you WSI certified?  
Yes  No Date: _____________  
(Circle one)  Expiration

2. Are you CPR certified?  
Yes  No Date: _____________  
(Circle one)  Expiration

3. Are you lifeguard certified?  
Yes  No Date: _____________  
(Circle one)  Expiration

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**VII. References - All Applicants**

**A. Employment references:**

<table>
<thead>
<tr>
<th>Name of company</th>
<th>Address</th>
<th>Telephone</th>
<th>Supervisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.______________</td>
<td>__________</td>
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<td>3.______________</td>
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</tbody>
</table>

**B. Personal References:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Company</th>
<th>Telephone</th>
<th>Relation to Applicant</th>
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<tbody>
<tr>
<td>1.______________</td>
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**VIII. Written Statement - All Applicants**

Comment on the following questions: "Why are summer camps important for our youth? How can you make a difference in our program? Why do you want to work specifically for our USC Trojan Kids Camp Program? What are your career goals?" (Attach response to application.)

**T-shirt size:** Adult (S – XL)___________  
Short Size: Adult (S – XL)___________