



USC-TROJAN KIDS CAMP

2017 Staff Application for Trojan Kids Camp

"Over 40 years of Commitment to Community Youth of Los Angeles"

- Equal Opportunity Employment -

Application and Selection Process

INSTRUCTIONS:

- ❖ Read the Program Summary (**on website**) and the description of positions available below.
- ❖ The application will be available **April 21st, 2017**
- ❖ Complete the application and return it to the USC-Trojan Kids Camp Office in the Lyon Center or email to brass@usc.edu by **May 15th, 2017**.
- ❖ The Selection Committee will notify those applicants selected for an interview, which will take place **May 22nd – May 26th, 2017**.
- ❖ Notification of results to each candidate will go out the **May 26th** no later than **May 30th, 2017**.
- ❖ Staff **confirmation/acceptance** letters **need to be turned in to the office by May 22nd, 2017**.

All staff members must be able to work

Monday June 19th, 2017 through Friday July 14th, 2017 (No Camp July 3rd & 4th, university holiday)

A typical working day operates from **8:00 am to 4:00 pm** (Monday through Friday)

Check in at 7:45am (1ST DAY)

A mandatory staff meeting will take place on **Monday, June 12th, 2017 from 3-7pm**

Positions Available for 18 YEARS AND UP

- ❖ **Specialists** - 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, football and basketball.
- ❖ **Counselor** – 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.

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 _____ Dodge Ball _____ Swimming
 _____ Tennis _____ Football _____ Baseball
 _____ Ultimate _____ Volleyball _____ Soccer
 _____ Basketball _____ Martial Arts _____ Golf
 _____ Dance _____ Yoga _____ Other _____

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 (Swimming) specialists:

1. Are you WSI certified?	2. Are you CPR certified?	3. Are you lifeguard certified?
Yes No Date: _____	Yes No Date: _____	Yes No Date: _____
(Circle one) Expiration	(Circle one) Expiration	(Circle One) Expiration

VII. References - All Applicants

A. Employment references:

Name of company	Address	Telephone	Supervisor
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

B. Personal References:

Name	Company	Telephone	Relation to Applicant
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

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) _____

