USC-TROJAN KIDS CAMP
2019 Staff Application for Trojan Kids Camp
“Over 50 years of Commitment to Community Youth of Los Angeles”
Sponsored by USC Recreational Sports
- 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 1, 2019.

- Complete the application and return it to the USC-Trojan Kids Camp Office at the Lyon Center on campus or email usctkc@gmail.com by May 13, 2019.

- The Selection Committee will notify those applicants selected for an interview, which will take place May 15, 2019. Candidates will be notified by May 20, 2019.***

- Staff confirmation/acceptance letters need to be turned in to the office on or before May 27, 2019.

ALL STAFF MEMBERS MUST BE ABLE TO WORK:

- A mandatory orientation staff meeting will take place on Monday, June 17th, 2019 from 4-7pm

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

- Monday July 1, 2019 through Friday July 26th, 2019 (No camp July 4th or 5th, University holiday)
  A typical working day operates from 8:00 am to 4:00 pm (Monday through Friday)

POSITIONS AVAILABLE FOR 18 YEARS AND OLDER

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. Applicants must submit a four-week lesson plan for groups (ages 8-18 year old students). PLEASE ATTACH YOUR RESUME, WRITTEN STATEMENT, AND LESSON PLAN

Food Service Handler — Must have Food Handler Certificate (current)
PLEASE ATTACH RESUME, WRITTEN STATEMENT, AND FOOD HANDLER CERTIFICATE

Counselor – Counselors are required to assist in teaching and supervise groups. Counselors will participate in sports activities with students. Additional responsibilities may include: equipment regulation, facility operation, health and nutrition control, and other administrative duties as assigned.
PLEASE ATTACH YOUR RESUME AND WRITTEN STATEMENT
Please Check One:  ____ Specialist     ____ Counselor    ____ Both    ____ Returning

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 8:00-4:00pm from July 1st - 26th, 2019?   □ 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:  Name        Major              Degree Earned     Years
High School                      __________________________________________
Junior College                   __________________________________________
Trade/Tech Training              __________________________________________
College/University                __________________________________________
Post-Graduate                    __________________________________________
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 _____ 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).

<table>
<thead>
<tr>
<th>Sport</th>
<th>Rating</th>
<th>Teaching responsibilities</th>
<th>Age group involved</th>
<th>Years</th>
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Aquatics (Swimming) specialists:
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
(Attach response to application)
Write your response to the following questions in paragraph format and include any examples you have relating to working with children. Please elaborate on your classroom management style.

1. Why are summer camps important for our youth?
2. How can you make a difference in our program?
3. Why do you want to work specifically for our USC Trojan Kids Camp program?
4. What are your career goals?

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