

**Town of Stony Point
Recreation Department
Summer Day Camp Reference Form**



The Town of Stony Point operates 2 summer day camps serving children ages 4 to 14, and we are dedicated to finding the highest quality staff to ensure each child a safe and fun time while in our programs. Staff must exhibit good decision making skills, contribute positive behavior around children and staff, as well as demonstrating motivation and dependability. Thank you for helping make our camp a safe and fun place for children and their families.

Applicant's Name: _____ **Reference Name:** _____

Relationship to Applicant _____ Length of time you have known applicant _____

Please complete the following evaluation according to the scale listed below as it pertains to your knowledge of the applicant. Please use the number system listed below and add any comments that you feel would help us in our hiring process. Thank you.

- 5-Exceeds Expectation
- 4-Occasionally Exceeds Expectations
- 3-Meets Expectations
- 2-Occasionally Fails Expectations

Maturity _____

Cooperates with Peers _____

Appearance _____

Communication Skills _____

Leadership Ability _____

Punctuality _____

Initiative _____

Enthusiasm _____

Takes Direction Well _____

1. What do you feel would be the applicant's greatest assets to working with children in a camping program?

2. What reservations, if any, would you have about the applicant's maturity or ability to successfully work with children and other staff?

Signature

E-mail address or phone #

Date

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Town of Stony Point
Summer Recreation Application-Day Camp

To: New Applicants & Returning Counselors
From: Mr. Lima, Summer Day Camp Director
RE: Application Forms

1. If you are a new applicant applying for a position as a counselor in our Summer Recreation Program(Day Camp Counselor),please follow the instructions below:
 - a. Obtain an application by downloading it from the Town's website or obtaining it from Mrs. Baisley at Town Hall(Rockland County Personnel application).
 - b. Obtain and make a copy of your age appropriate working papers-submit with application.
 - c. Fill out the application completely and legibly. Make sure you sign and date the form. Be sure you include your address and phone number.
 - d. Obtain two references and have them complete the **Summer Day Camp Reference Form**. They are to mail the form back to Town Hall. **These forms should not be included with your application.**
 - e. Counselors applying for the first time must also submit two letters of recommendation from teachers or professors they have had while in high school or presently have in college.
 - f. Make sure all the appropriate forms are completed and returned to Mrs. Baisley at Town Hall.
2. Obtaining First Aid is and CPR is strongly recommended but not mandatory.
3. Returning Counselors must provide two references using the **Summer Day Camp Reference Form**. Please return your counselor letter, signed and dated, to Mr. Lima

Thank you,
Mr. Lima

Town of Stony Point
Summer Recreation Application-Part II

Please indicate your experience working with children (ie baby sitting, previous camp experience, attended day camp).

Experience:

Date (s)

_____	_____
_____	_____
_____	_____

Name of Person who can verify this information

Your Signature _____

Date _____

Thank you,
Mr. Phil Lima
Day Camp Director