



Inspiring all girls to be strong, smart, and bold

Summer Camp Facilitator

Reports to: Program Manager

Location: Richmond

Mission: Girls Inc. inspires all girls to be strong, smart, and bold, by providing girls with age-appropriate programming that encourages them to become community leaders.

Summary: Are you ready for a very fun summer? At Girls Inc., our summer camp facilitators work directly with school-aged girls to ensure programming is delivered in a thoughtful and effective way. You'll help encourage a diverse group of girls to achieve their best, while empowering them to become future leaders.

Responsibilities:

- Serves as a role model for girls, other staff and volunteers, maintaining a high level of professionalism and attention to quality in all aspects of program delivery and work in general.
- Facilitates the delivery of research-based programming and curricula, in coordination with the Program Associate.
- Collaborates with program team to create engaging, fun activities for a variety of girls.
- Encourages girls to think independently and creatively and empower them to make appropriate choices.
- Supervises and engages with girls during activities, as well as during field trip opportunities.
- Mentors and encourages girls throughout summer camp.
- Assists in coordinating field trips and special opportunities.
- Distributes snack
- Maintains the cleanliness and functionality of the Girls Inc. building and vans
- Upholds and enforces rules and safety requirements.
- Attends trainings and staff meetings during summer camp
- Collaborates with program team to create engaging, fun activities for a variety of girls.
- Understands issues related to girls, especially those of social, cultural, and economic barriers.

Requirements:

- Must want to have FUN!
- Believe in girls' rights.

- Have a strong desire to make a difference in the lives of young girls.
- Willing to help girls discover their potential.
- Excited to expand career-building skills
- Have a positive attitude
- Pass a background check

Schedule: Training begins May 28th, 2019 and the position last for eight weeks at 30 hours per week.

Girls Inc. of Wayne County is a fun, fast-paced work environment where both girls and staff are empowered to be their very best. A team atmosphere, Girls Inc. thrives off collaboration with one another and our community. Girls Inc. inspires all girls to be strong, smart, and bold through direct service and advocacy. Our comprehensive approach to whole girl development equips girls to navigate gender, economic, and social barriers and grow up healthy, educated, and independent. To meet our goal, we provide on-site programming for girls in grades 1-8, as well as outreach programming for girls up to 12th grade.

EMPLOYMENT APPLICATION

1. Employer Information

Employer: Girls Inc. of Wayne County

It is the policy of Girls Inc. of Wayne County to provide equal employment opportunities to all applicants and employees without regard to any legally protected status such as race, color, religion, gender, national origin, age, disability or veteran status.

2. Applicant Information

Applicant Full Name: _____

Home Address: _____

City/State/ZIP: _____

Number of years at this address: _____

Mobile phone: _____ Driver's License (State/Number): _____

3. Emergency Contact Name: _____

Relationship to you: _____

Phone: _____

4. Job Position Applied For: Summer Program Facilitator

5. Who referred you to our company? _____

Do you have any friends or relatives who work here? If yes, please list here:

6. Have you applied to our company previously? _____ Yes _____ No

If yes, when? _____

7. What is your Date of Birth? _____

8. Are you willing to work any shift (7:00a.m.-3:00 p.m. or 9:00 a.m.- 5:30 p.m.)?

_____ Yes _____ No

If no, please state any limitations:

12. Applicant Employment History

List your current or most recent employment first. Please list all jobs (including self-employment and military service) which you have held, beginning with the most recent, and list and explain any gaps in employment. If additional space is needed, continue on the back page of this application.

Employer Name: _____

Supervisor Name: _____

Address: _____

City/State/ZIP: _____

Dates of Employment (Month/Year): _____

Employer Name: _____

Supervisor Name: _____

Address: _____

City/State/ZIP: _____

Dates of Employment (Month/Year): _____

Employer Name: _____

Supervisor Name: _____

Address: _____

City/State/ZIP: _____

Dates of Employment (Month/Year): _____

13. Applicant's Education and Training

College/University Name and Address

Did you receive a degree? _____ Yes _____ No If yes, degree(s) received: _____

High School/GED Name and Address

Did you receive a degree? _____ Yes _____ No

Other Training (graduate, technical, vocational):

Please indicate any current professional licenses or certifications that you hold:

Military Service:

_____ Yes _____ No

Branch: _____

14. References

List any two non-relatives who would be willing to provide a reference for you.

Name: _____

Telephone: _____

Relationship: _____

Name: _____

Address: _____

City/State/ZIP: _____

Telephone: _____

Relationship: _____

CERTIFICATION

I certify that the information provided on this application is truthful and accurate. I understand that providing false or misleading information will be the basis for rejection of my application, or if employment commences, immediate termination.

I authorize Girls Inc. of Wayne County to contact former employers and educational organizations regarding my employment and education. I authorize my former employers and educational organizations to fully and freely communicate information regarding my previous employment, attendance, and grades. I authorize those persons designated as references to fully and freely communicate information regarding my previous employment and education.

If an employment relationship is created, I understand that unless I am offered a specific written contract of employment signed on behalf of the organization by its Program Manager, the employment relationship will be "at-will." In other words, the relationship will be entirely voluntary in nature, and either I or my employer will be able to terminate the employment relationship at any time and without cause. With appropriate notice, I will have the full and complete discretion to end the employment relationship when I choose and for reasons of my choice. Similarly, my employer will have the right. Moreover, no agent, representative, or employee of Girls Inc. of Wayne County, except in a specific written contract of employment signed on behalf of the organization by its Program Manager, has the power to alter or vary the voluntary nature of the employment relationship.

I HAVE CAREFULLY READ THE ABOVE CERTIFICATION AND I UNDERSTAND AND AGREE TO ITS TERMS.

APPLICANT SIGNATURE DATE _____

Please email completed application to Marcy Crull, Executive Director:
mcrull@girlsincwayne.org