Please keep top page of the application for your records!

Safety Town

2015 Student Volunteer Application

Thank you for your interest in being a student volunteer for Safety Town.

August 10-14, 2015
9:00 a.m. - 12:00 p.m.
1:00 p.m. - 4:00 p.m.

Chehalem Armory
620 N Morton Newberg
Newberg, OR 97132

- All new volunteers are required to successfully complete an application, provide references and go through an interview process.
- Interviews will be held June 29 from 3 p.m. to 7 p.m. at the Public Safety Building at 401 East Third Street.
- Returning volunteers must complete the application. References and interview are not required for returnees who have already gone through the process.
- If selected, please expect to attend a required training session on August 5 from 10 a.m. to 1 p.m. at the Armory. The training session will involve an overview of Safety Town's curriculum and schedule, as well as your role/responsibility as a student leader. This training session is mandatory for both new and returning student leaders.
- Expect to attend a pre-camp work day Friday August 7. Student Leader assignments will be announced and additional training will be provided as well as valuable camp preparation.
- Must be able to work the entire week-long session. Volunteer positions available for either the morning or afternoon session.
    - Morning Session: Arrive promptly at 8:30 a.m. and leave at 12:15 p.m. *
    - Afternoon Session: Arrive promptly at 12:45 p.m. and leave at 4:30 p.m. *

    * Except on first day of session, please arrive an extra 15 minutes early.
- Volunteer Opportunities: Counselor, Head Counselor, Arts & Crafts Manager, Floater/Timer
- If you are interested and willing to make the commitment, please complete this packet and return it by June 5, 2015.

In Person Delivery:
Chehalem Park and Recreation Aquatic Center
1802 Haworth Ave
Attn: Sarah Craft

Mail Delivery:
Chehalem Park and Recreation District
Attn: Sarah Craft
125 S. Elliott Road Newberg, OR 97132
503-519-5747

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Student Volunteer Positions and Responsibilities

Counselor
Responsibilities include but are not limited to: Committing your time and effort during the week to be a positive role model to children ages K-1st grade. Leading groups of 8-10 children to learn and practice safety concepts thru guest speakers, songs, skits, arts and crafts. Be conscientious about your commitment and plan to be at camp everyday. Smile and have a positive attitude, pay attention, listen and keep track of your group at all times. Maintain teamwork in duties, including groups with guest speakers, art/crafts, snacks and bathroom breaks. Greeting parents and children with a smile and confidence in order for them to feel comfortable and to feel they can trust you with their child. Effective communication with project coordinators with issues, questions, etc.

Arts and Crafts Manager
Responsibilities include but are not limited to: Working independently as well as a team with children K-1st Grade. Organizing and setting up crafts for each session. Lead in direction of "how to" and assist children. Clean-up area at the end of each session and at the end of the day. May need to interact with group with songs, games, etc.

Floater/Timer
Responsibilities include but are not limited to: Monitor 20 minute sessions, walk to individual groups and communicate with them of 5-10 minute warning until station rotation. Must do this without being an interruption to the guest speaker and/or group session. Communicate and assist Project Coordinators with info and duties.

Head Counselor
Responsibilities include but are not limited to: Required to be a Jr. in High School with minimum of two years experience at Safety Town. Work independently as well as in a group environment with tasks. Assist project coordinators with duties, assist counselors in their groups as needed, assist with arts/crafts with a positive attitude. Assist parents with questions, issues, comments in finding a project coordinator to insure appropriate info and answers.

Dress Code

Please consider this volunteer opportunity as a job. Please dress respectfully and appropriately for this type of assignment.

PLEASE LEGIBLY PRINT INFORMATION IN BLACK OR BLUE INK
PLEASE ANSWER ALL QUESTIONS

Deadline: June 5, 2015

Questions: Please call (503)519-5747 or e-mail scraft@cprdnewberg.org

First Name: _____ Middle Initial: _____ Last Name: _____
Street Address: _____

Mailing Address (if different)_____

City: _____ State: _____ Zip Code: _____

Email Address: _____

Primary Telephone #: _____ Secondary Telephone #: _____

Date of Birth: ____/___/_____ □ Male □ Female

School Attending in Fall 2015: _____ Grade: _____

Emergency Contact Person: _____ Relationship: _____

Primary Telephone #: _____ Secondary Telephone #: _____

Do you have any medical/physical issues, or medications that we should be made aware of, in order to provide you proper assistance? □ Yes □ No
If yes, please explain: _____

Will you be available to attend the Training Day, Work Day, and every day of camp? □ Yes □ No
If you answered no, please list which days you cannot attend. _____

Would you prefer to volunteer for the morning or afternoon shift? □ Morning □ Afternoon

What is your preference of volunteer positions? □ Arts/Crafts □ Floater/Timer
□ Counselor □ *Head Counselor *Must be in HS and have 2 years previous experience with Safety Town to be a head counselor.*

If you are selected to volunteer at Safety Town you will be provided with a t-shirt to wear during the week. What size will you need?
□ Youth Small □ Youth Medium □ Youth Large □ Adult Small □ Adult Medium □ Adult Large

Do you agree to abide by the "dress code"? □ Yes □ No
Have you volunteered with this Safety Town before? □ Yes □ No

Letter of Reference

Please include the following information for the individual providing a letter of reference for you. Remember, they must be 18 years of age or older and **must be a Non-Relative**.

Returning volunteers **do not** need to provide a Letter of Reference.

Reference Name: _____

Relationship: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____

Alternate Phone Number: _____

Please attach the letter of reference to your application when you turn it in.

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