Griffith Park Boys Camp

Description of Camp

Griffith Park Boys Camp is located in the hills of Griffith Park, next door to the L.A. Zoo. Operated by the City of Los Angeles Department of Recreation and Parks, the camp first opened in 1926 and became an all boy’s camp in 1951. The facility includes 12 cabins (sleeping 10 people each), restrooms, showers, arts and crafts center, archery range, swimming pool, hiking trails, wilderness/outdoor program, campfire ring, sports field, climbing wall, challenge course, a historic lodge and dining facility.

Summer Camp

Summer camp consists of seven (7) to ten (10) weekly sessions (running Monday-Friday), consecutively from early June through late August. Each session has a theme with corresponding activities, and a weekly field trip. Camp activities include swimming, crafts, games, sports, archery, hiking, cooking and many more. Camp days usually start at 7:00 am (raise & shine) and go until 8:30-9:30 pm (get ready for bed).

The Campers

Griffith Park Boys Camp operates year-round programs for the youth and families of Greater Los Angeles and surrounding cities. During the summer months, the camp operates a traditional residential camping program for boys ages 7-17. Our goal is to provide a memorable camping experience to all boys that attend. We graciously receive assistance from community organizations that share our goals. Each summer we share the excitement of our resident camp with numerous boys. During the fall and spring we offer mother/son weekends, father/son weeks and boy break weekends. During the winter we offer winter camp.

Resident Camp Counselor

Resident Camp Counselors arrive on Monday Mornings and go home on Friday evenings. As a Residential Camp Counselor you will be expected to adhere to all the guidelines set in our camp manual. Every minute of our weeks are planned with fun activities and all Residential Camp Counselors are expected to adhere to the schedules. Weekly staff evaluations are completed on your job performance. The staff evaluations include: punctuality, enthusiasm, supervision, communication, participation, following policies and procedures. Please consider these details when applying for position at Griffith Park Boys Camp.

Griffith Park Boys Camp is more than just a summer job. Every member of our staff is important to the success of our program. We are looking individuals who have the ability to provide a fun, safe, friendly, encouraging environment to our campers and co-workers.

We are looking for people who have a sincere desire to work and live with children, people who are ready to work an irregular work schedule, team player, people who are caring, nurturing, patient, people who are capable of leading activities, living in a group setting and people are truly kids at heart.
Griffith Park Boys Camp Summer Resident Camp Counselor

**Wanted:** Dedicated, hard-working male Resident Camp Counselors for a rewarding job working with children. Ability to help campers build relationships, to be a role model, provide campers the opportunity to learn and master new skills.

Being a Resident Camp Counselor means putting campers need ahead of your own, being organized, timely and reliable with planning and leading activities, providing an emotionally and physically safe cabin environment so campers feel they are taken care of and are at their home away from home, working long hours, sometimes being sleep deprived, giving camper the attention they need to grow, being funny, silly, crazy, goofy, creative and in costume on occasion.

**Qualifications**
- Male, at least 18 years of age
- High School Diploma or equivalent
- Experience and/or desire and ability to work with children outdoors
- Ability to relate to ones peer group and children
- Ability to identify and put campers needs first
- Flexibility and ability to accept supervision and guidance
- Present a neat and professional appearance
- Initiative and ability to teach and assist in teaching activities and life skill
- Good character, integrity, judgment and adaptability
- Enthusiasm, sense of humor, patience, positive outlook and self-control.
- Current CPR and First Aid certification from the American Heart Association *(completed in 2020)*
- Good judgment and decision-making skills
- At least one hobby to mainstream into the camp way of life
- Ability to work as part of a team
- Desire and ability to live and work in a community environment
- Ability to speak and perform in front of large groups
- Ability to accept supervision and guidance
- Ability to supervise children in an all day and overnight environment
- Unlimited potential for acting silly and creating a fun and safe environment.
- Have a strong desire to make a positive difference in a child’s life
- Excellent communication skills; ability to communicate and work in a community environment
- Poses critical thinking skills and techniques to be applied in situations that may arise with campers

**General Responsibilities**
- To identify, supervise and meet camper needs in an all day and overnight camp environment
- Responsible for the general wellbeing of campers
- To carry out camp program; plan and lead a variety of activities
- To have fun, learn new skills, and grow as a person – alongside your camper
- To take an active role in the overall operation of a safe and fun camp environment
- To follow camp policies and procedures
- Provide a safe, friendly, encouraging environment to campers and co-workers
- Ensure the health, safety and well-being of all campers
- Basic CPR, first aid and AED knowledge
- More specific responsibilities will be discussed during interview and staff training
- Camp runs from June 15-August 16, 2019
Griffith Park Boys Camp

Hiring Process

1. Submit a completed job application and references to the Program Director at:
   Mail: Griffith Park Boys Camp  
   4730 Crystal Springs Drive  
   Los Angeles, CA 90027  
   E-Mail: gp.boyscamp@lacity.org

2. If your application is selected, you will be contacted for an in-person interview. We do not do phone or Skype interviews. An interview does not guarantee a position.

3. There is a limited number of positions, apply early.

4. If you are selected to be a Residential Camp Counselor you must fill out an official City Of Los Angeles hiring packet, receive a negative TB test and clear fingerprint background check through an official City of Los Angeles fingerprinting facility.

5. Once selected you will need to be certified in infant, child and adult CPR, First Aid an AED by the American Heart Association. Classes must be completed in 2020. (We provide training.)

Mandatory Training

Our mandatory in-service training will take place June 8-12, 2020. You will be spending the night at camp.

Salary

First year Residential Camp Counselors usually start at $550.00 per week. In addition to a paid salary; you will receive a retirement fund, meals, lodging (during work week), staff shirts and free admission on all field trips.
Griffith Park Boys Camp

Resident Camp Counselor

Job Description:

Knowledge, Skills, Abilities

- Ability to insure the health, safety and well-being of all campers
- Ability to relate to campers of difference ages in a positive manner
- Ability to create, plan and lead a variety of activities
- Ability to relate to and work with peers in a positive manner
- Ability to take direction from supervisors
- Ability to communicate with campers, coworkers and supervisors
- Ability to speak in front of group both large and small, ability to lead activity orientation, activities and all camp events
- Ability to speak in front of groups both large and small.
- Ability to punctual to camp and to activities
- Ability to follow all camp policies, procedures and rules
- Basic CPR, first aid and AED certification (must obtain certificate)
- Ability to recognize and respond to emotional, physical and personal needs
- Ability to make appropriate decisions based on the training received when it comes to campers, parents and staff

Relationships

The success of our camp program is dependent on the relationship counselors build with our camper and other staff members. It is expected that counselors when interacting with others are respectful, friendly and inviting. A counselor’s main priorities are his camper’s daily needs. A counselor is also responsible for forgiving relationships with parents during check-in and check-out, bonding hit his camper and being a role model.

Physical Requirements of the Job

- Physical endurance to walk/hike long distances
- Physical ability to participate in activities some requiring prolonged standing, sitting and bending
- Physical ability to participate in activities with campers such as; running, swimming, climbing and playing games
- Ability to lift 50 pounds
- Willing to live in a camp setting which requires sharing a cabin with up to 8 campers
- Willing to work irregular hours
- Comfort with exposure to animals including coyotes, mountain lions, bobcats, deer, lizards, snakes, bugs, rabbits and squirrels
- In the presence of campers ability and willingness to eat food provided by the camp kitchen
Summer Resident Camp Counselor Application

Last day to apply: until filled

(Please type or print)  Date of Application _______________________

Name _______________________________________________________________  Social Security Number ________________

Permanent Address ___________________________________________________________________________________  Street & Number  City  State  Zip

Cell Phone (____)___________________ Home Phone (____)___________________  E-mail ________________________

Name of School or Business ___________________________________________________________________________________

School or Business Address ___________________________________________________________________________________

Phone ________  Fax ________  E-mail ________________________

Dates available From _____________ To __________________

Do you meet or exceed any minimum age requirements for that position? □ Yes  □ No  □ Don’t know minimum age

Can you perform the essential functions of the job for which you have applied, with or without reasonable accommodation? □ Yes  □ No

Past work history provide a full record of all employment - paid and volunteer - and explain any gaps in employment. Include any positions on camp staff. Use a separate sheet, if necessary.

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<tr>
<th>Dates</th>
<th>Employer/Supervisor</th>
<th>Address &amp; Phone</th>
<th>Nature of Work</th>
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Indicate any employer you do not wish us to contact, and the reason ____________________________________________________________

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**References** Give names and addresses of three persons [not relatives] having knowledge of your character, experience, work habits, and ability.

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<th>Address, City, State &amp; Zip Code</th>
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**Camp Experience**

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<th>Dates</th>
<th>Camp &amp; Director</th>
<th>Location</th>
<th>Camper or Staff?</th>
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**Education** High School and Beyond

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<th>School</th>
<th>Major</th>
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Write a brief biographical sketch, including specialized training in camping, and experience or training in other fields which might have a bearing on the position(s) for which you are applying. Attach a separate sheet if necessary.
Has anyone at Griffith Park Boys Camp recommended you? If so, whom?

How did you hear about the position?

Why do you want to be a Resident Camp Counselor at Griffith Park Boys Camp?
What do you expect to gain from the Resident Camp Counselor experience?

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How can you contribute to the program at Griffith Park Boys Camp?

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What contributions do you think a well-run camp can make to children?

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**Harassment** The camp's policy is to prohibit all forms of harassment by our employees. This includes sexual, racial, religious, and other forms of harassment. Have you ever been accused of harassment of any person including, but not limited to, workplace harassment? (Note: a prior accusation is not an automatic bar to employment. The type of accusation and when it occurred will be evaluated by the camp before any decision is made.)  □ Yes  □ No  Explain ____________________________________________

__________________________________________________________________________________________________________________________________________________________________
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I authorize investigation of all statements herein, including any checks of criminal records, and release the camp and all others from liability in connection with same. I understand that, if employed, I will be an at-will employee unless there is an agreement or law which alters that status. Furthermore, I understand that any agreement must be in writing and signed by the designated camp official. I also understand that misrepresentations or falsifications herein or in other documents completed or submitted by the applicant will result in dismissal, regardless of the date of discovery by the camp.

Signature ____________________________________________  Date _________________

This is an application. It does not guarantee a position as a Resident Camp Counselor. All statements become part of any future employee personnel files.

Submit applications to:
Griffith Park Boys Camp
4730 Crystal Springs Drive
Los Angeles, CA 90027
Email: gp.boyscamp@lacity.org