

**TOWN OF GREENPORT RECREATION PROGRAM
SUMMER EMPLOYMENT APPLICATION**

All applicants for summer employment must fulfill the following requirements:

- Must be sixteen (16) years of age to be considered for a counselor position
- Must be a resident of the Town of Greenport
- Must be available for all six weeks of the summer program (July 5th – Aug 12th)

Name: _____ Date of Birth: _____ Age: _____

Mailing Address: _____

Street address (if different than above): _____

Phone Number(s): Home _____ Cell: _____

Position (circle one): Camp Counselor Assistant Director (must be 21)

****All playground counselors must complete a First Aid and Infant/Child CPR Course.**

Please check the responses that apply to you:

First Aid Card _____ Yes _____ No, will attend if hired
CPR Certification _____ Yes _____ No, will attend if hired

LIST YOUR PREVIOUS WORK EXPERIENCE:

LIST YOUR ACTIVITIES AND INTERESTS (SPORTS, CRAFTS, CLUBS):

LIST YOUR EXPERIENCE WITH CHILDREN AND TEENS:

Submit the following:

-a written paragraph that introduces yourself and why you would be a good candidate to work for the summer recreation program

-one (1) letter of reference with this application

-list the names and contact information of two (2) other personal references below

1. _____

2. _____

Attendance Policy:

Greenport Playground Summer Program is a six-week program that runs from July 5th through August 12th. Employees are required to report from 7:30am – 2:30pm. Hours will vary from week to week 7:30am – 2pm or 8am – 2:30pm. Regular attendance and punctuality are an essential component to run this program smoothly and is expected of all employees. We have developed uniform guidelines to ensure the success of the program. Employees are given two sic/personal days total during this time. If an employee is unable to make it to work, he/she should notify the director at least one hour prior to the scheduled start time. If an employee fails to follow these guidelines, his/her position may be terminated.

ALL APPLICATIONS WITH REQUIRED ATTACHMENTS MUST BE RETURNED TO THE TOWN HALL,
600 TOWN HALL DRIVE, HUDSON, NY OR EMAILED TO bookkeeper@townofgreenport.com. NO
LATER THEN JUNE 1, 2022

Applicant Signature

Parent/Guardian Signature