

# VOLUNTEER JOB DESCRIPTION

FASPS SUMMER  
2020

## Title

Camp d'été Volunteer OR Camp des lucioles Volunteer

## Summary of Responsibilities

Assist Summer Program directors and teachers with the coordination, development, and provision of activities for youth ages 2.5-5 (Lucioles) and 6-10 (Camp d'été).

## Duties

- Support the learning of French by speaking French at all times with staff and campers.
- Assist and supervise youth in arts and crafts, games, sports, music, drama, outdoor activities, swimming, recess, lunch and field trips.
- Keep site organized by completing tasks as assigned.
- Take the initiative to assist camp staff in daily activities.
- Promote a safe environment and ensure safety for program participants at all times.
- Understand and model all policies and procedures and strive to enforce policies and procedures among program participants.
- Strive to maintain a positive environment and be a positive role model for program participants.

## Work Environment

May work both indoors and outdoors in varying types of weather.

## Required Knowledge, Skills, and Abilities

- Desire to work with youth and to interact in a positive manner with children of all ages and abilities.
- Strong level of fluency in the French language: spoken, written and read.
- Desire to develop leadership skills, problem solving abilities and decision making skills.
- Ability to motivate self and youth in an enthusiastic manner.
- Ability to follow instructions efficiently and effectively, requiring minimal guidance while completing tasks.
- Must be responsible, honest, creative and willing to follow through on all assigned tasks.
- Must have reliable transportation to and from camp.

## Education, Experience and Qualifications

- Must be at least 15 years old.
- Experience working with youth in areas such as babysitting, sports, tutoring or any other volunteer work is preferred.
- Qualified applicants will possess a clean and professional appearance and attitude.
- Volunteers must submit a background check, which must be cleared prior to beginning volunteer work.

## Commitment

Must be able to attend one of two offered volunteer orientations, either Wednesday, June 17 or Friday, June 19 (Time TBD). Must be able to commit to 8am - 4pm for a full week of camp. Camp d'été runs Weeks 1-3 only. Camp des lucioles runs all 8 weeks. Sessions will run:

- |  |   |
|--|---|
| • Week 1 {My city} : June 22-June 26                     | • Week 5 {Dinosaurs} : July 20-24       |
| • Week 2 {My country} : June 29- July 2 (no camp July 3) | • Week 6 {Summer Olympics} : July 27-31 |
| • Week 3 {My world} : July 6-10                          | • Week 7 {Music} : August 3-7           |
| • Week 4 {Fairy tales} : July 13-17                      | • Week 8 {Cooking} : August 10-14       |

# VOLUNTEER APPLICATION

FASPS SUMMER  
2020

## Applicant Details

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_

Address: \_\_\_\_\_

High School Fall 2020: \_\_\_\_\_ Grade Fall 2020: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Volunteer's Email Address: \_\_\_\_\_

Have you ever volunteered at our camp? Yes No If Yes, when? \_\_\_\_\_

Have you ever attended one of our camps? Yes No If Yes, when? \_\_\_\_\_

Are you fluent in French? Yes No If No, how many years? \_\_\_\_\_

## Availability

Week 1: June 22 - 26

M / T / W / TH / F

Week 2: June 29 - July 2 (no camp July 3)

M / T / W / TH

Week 3: July 6 - 10

M / T / W / TH / F

Week 4: July 13 - 17

M / T / W / TH / F

Week 5: July 20 - 24

M / T / W / TH / F

Week 6: July 27 - 31

M / T / W / TH / F

Week 7: August 3 - 7

M / T / W / TH / F

Week 8: August 10 - 14

M / T / W / TH / F

*Note: Camp d'été runs weeks 1-3 only. Camp des lucioles runs all 8 weeks.*

## Preferences

☐ YPK/PK (ages 2.5-4)

*\*must be 16 years old and pass WA State DEL background check*

☐ K-2 (ages 5-7)

☐ 3-5 (ages 8-10)

Special interests, hobbies, skills that may be useful to share with campers: \_\_\_\_\_

Signature of volunteer: \_\_\_\_\_ Date: \_\_\_\_\_

## Parent/Guardian: Please complete the following

My child \_\_\_\_\_ has my permission to participate as a summer camp volunteer for the French American School of Puget Sound.

Signature of Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

Parent's Email Address: \_\_\_\_\_

# VOLUNTEER CODE OF CONDUCT

FASPS Summer  
2020

I, \_\_\_\_\_ (*volunteer name*), agree to follow to the best of my ability the policies of the French American School and the Summer Camp Volunteer program.

I understand that my role as a volunteer is to support the Summer Camp staff and keep campers safe while they are at summer camp. My service is at the discretion of the French American School of Puget Sound.

As a volunteer, I will treat everyone with respect, patience, courtesy, dignity, and consideration. I will use positive reinforcement when working with children and/or youth. I will uphold a professional manner when volunteering at camp.

I understand that I may not use a cell phone during the time I am working with campers. It is important that they have my undivided attention. My cell phone will stay in the cubby assigned to me with the rest of my personal belongings.

I understand that the following behaviors are not acceptable:

- Intentional verbal abuse including teasing/taunting, harassment and/or profane language
- Inappropriate or unwanted physical contact of any kind including touching, hitting or fighting
- Intentional damage to property
- Any action which exposes participants, staff or other volunteers to danger
- Consistent disregard of summer camp program procedures

I understand that my failure to comply with the aforementioned policies may result in my suspension from the day's activities or dismissal from the Summer Camp Volunteer program depending on the severity of the misconduct.

Signature of volunteer: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_