



AN ARIZONA TRADITION SINCE 1941!



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(928) 445-2128 OR 1-888-281-CAMP (2267) • WWW.FRIENDLYPINES.COM



2018 NEW APPLICANT INFORMATION

IMPORTANT: Applicants must read and be in compliance with all information and requirements expressed herein, PRIOR to completing the Application for Employment and Applicant Background Input Form. (Total: 5 pages.) Friendly Pines Camp is an Equal Opportunity Employer.

HELLO! WE'RE GLAD TO KNOW OF YOUR INTEREST IN A POSITION ON THE FRIENDLY PINES CAMP 2018 SUMMER STAFF! AS YOU MIGHT SUSPECT, WE RECEIVE A LARGE AMOUNT OF APPLICATIONS; THEREFORE, WE USE THIS MEANS TO PROVIDE YOU THE DESIRED INFORMATION IN THE QUICKEST FASHION:

WHAT IS FRIENDLY PINES CAMP?

Friendly Pines is a summer camp for boys and girls, ages 6 through 13, of all races, creeds, and nationalities, in the Prescott National Forest, 6 miles south of Prescott, Arizona (Elevation 6,300'.) Owned and operated by the same family since the 1940s, Friendly Pines is now into its fourth generation of Browns and Mays.

WHAT ARE THE CAMP DATES?

Counseling staff, unless advised otherwise, arrive at camp on Monday, May 21st, by 11:00 AM. Staff are welcome to arrive the night before. The full 2018 season of employment is Monday, May 21st through Sunday, July 22nd.

Detailed 2018 season information:

- (1) A 7-day training session for Challenge staff ONLY (5/14 to 5/20). Challenge staff must arrive before 8:00 a.m. on Monday, May 14th, and those people will be notified.
- (2) A 7-day training session for Riding staff ONLY (5/14 to 5/20). Riding staff must arrive before 8:00 a.m. on Monday, May 14th, and they, too, will be well notified.
- (3) A 5-day training session for all summer staff (5/21 to 5/25).
- (4) A special week for children with asthma (All medical staff is provided): Camp Not-A-Wheeze (5/26 to 5/31).

- (5) A special week for children with diabetes (Again, all medical staff is provided): Camp AZDA (6/1 to 6/9).
- (6) Regular FPC 1- and 2-week sessions (6/10 to 7/21). These sessions are for "mainstream" children, ages 6 through 13.
- (7) Shutting down camp and final check out until noon (7/22)
- (8) Some staff will be hired to work for Nick and Kelly Heart Camp (children with heart disease) (7/23-7/27)
- (9) Some staff will be hired to work for Camp Rainbow (children with cancer) (7/27-8/4)

WHAT ARE THE REQUIREMENTS FOR A COUNSELOR?

Though an immensely rewarding job, being a camp counselor is a physically and psychologically demanding job. Counselors must be physically and mentally fit to adapt to the long days, lack of privacy, and constant needs from campers. Because camping is an important part of the Friendly Pines program, the staff need to periodically cook over an open fire, sleep on the ground, and sacrifice all the conveniences of home or what some may refer to as "civilization" - all done with cheer and a positive, "can-do" approach. Not only must counselors be able to work under these conditions, but they also must retain the essential counselor qualities of patience, kindness, honesty, integrity, emotional stability, maturity of judgment and a desire to work hard. Previous experience with school age children is helpful and desirable, but Friendly Pines believes that it is more important for counselors to have a sincere and unselfish desire to learn about the children entrusted to their care. Though we can't lay claim to the description, it's apt to characterize the prospects of being a camp counselor as the hardest job you'll ever love.

Friendly Pines maintains a policy which ensures that campers are supervised 24-hours a day for the duration of their stay. **THE WELL-BEING OF EVERY CAMPER IS PARAMOUNT!** Cabin counselors live with 4 to 8 children, grouped in cabins according to age and grade. These counselors will live and sleep in the cabin, spend "siesta" time with the campers, supervise camper living habits, and guide the campers in their selection of activities. At meal times, two staff members will sit at each table with 10 children. Counselors are involved in those activities where their teaching skills can be best utilized. On occasion, though, counselors may be asked to "assist" in activities in which they are not particularly experienced. (However, they are not expected to be the Head, but rather they assist and help with supervision.) Counselors also take part in "special days", out camping, evening games and activities, square dances, weekly cook-out meals, and so on. We have great confidence in our staff to carry out all duties and responsibilities; however discussion and/or questions are encouraged should special situations arise.

Below are specific job qualifications. Staff members must:

- Be at least 18 years of age.
- Have some college education, preferably one year minimum.
- Be able to provide proof of permission to work in United States.
- Have NO dependents or pets at camp.
- Be free of outside commitments during the entirety of the employment dates.
- Be a non-smoker during dates of employment.* (Don't "try to quit" just prior to camp; must be a non-smoker for 6 months).
- Be a non-user of alcohol during dates of employment.*
- Be drug-free.*
- Be able to walk one mile in twenty minutes over uneven, hilly ground.
- Be able to work length of average camp day, approx. 7 a.m. to 9 p.m. minimum (until 11 p.m. if on night duty).
- Be willing to submit to a professional background check.
- Be willing to submit to a pre-employment drug test and random drug tests.
- Provide a complete and signed Health History Form/Physical, on a timely basis, performed after April 1, 2018.
- Attend weekly, non-denominational inspirational services.
- Be able/willing to adapt to meals and a menu that is designed to satisfy the greatest number of tastes and needs.
- Be able to perform the essential functions of the job without unreasonable accommodation.

IMPORTANT:

*** FRIENDLY PINES CAMP IS COMMITTED TO BE A DRUG/ALCOHOL/ SMOKE/TOBACCO-FREE ENVIRONMENT. ANY VIOLATIONS OF THIS POLICY WILL NOT BE TOLERATED. DRUG TESTING WILL BE A CONDITION OF EMPLOYMENT.**

*** BE AWARE THAT WE MAY VISIT AN APPLICANT'S PERSONAL (AND PUBLIC) SOCIAL NETWORKING SITES AS PART OF OUR HIRING PROCESS.**

GROOMING AND DRESS STANDARDS

It is extremely important that all counselors present themselves in a fashion that assures the campers, their parents, and the public that the Friendly Pines staff is more than competent in the field of caring for children. Our grooming/dress code requirements for ALL staff include:

- Neatly groomed, non-extreme hair styles for all; must be kept out of the face and may not be shaved to the skin. For males: trimmed above the collar, out of the eyes, and no ponytails.
- No extreme tattoos. The level of extremeness will be determined by a member of the Friendly Pines Camp staff. If you have a tattoo that is always visible, you may be asked to cover it for the entirety of your employment.
- No body piercings; Earrings for females only: small stud-type earrings (maximum two pair) in the lobe only, and not extending below the ear lobe.
- Simple, but appropriate, clothing. No visible undergarments; no sleeveless, low neckline, bare-shoulder or sheer shirts; no bare tummies/crop tops; no immodest or drooping shorts/pants. Shorts must be of fingertip length.
- Modest swimsuits, please. For women, this means one-piece suits, and for men, swim trunks must be fingertip length.

Finger-printing may also be requested as a condition of employment. If you feel you would have any difficulty at all in complying with the above policies and requirements, please do not apply.

WHAT ARE THE BENEFITS?

The camp provides all meals, lodging, and a seasonal salary starting at \$4,840.50 for domestic staff. Extra training (i.e. ropes/challenge, riding, target sports, etc.) will be paid pro rata. Returning international staff are paid an equivalent amount. First time international staff are paid according to the rates set by their sponsoring agency. Cars aren't required, though staff provide their own transportation to and from camp. For days off, camp will gladly arrange a ride to and/or from Prescott for those without cars. We strongly recommend staff not lend or borrow personal vehicles. Staff have 3 nights off and one 24-hour day off per 2-week period, and we make an effort to provide counselors with in-camp free time daily. Accidents occurring at camp, while on assigned duty, are submitted to Workers' Compensation carriers. **ANY OTHER ACCIDENTS OR ILLNESS EXPENSES ARE THE RESPONSIBILITY OF THE EMPLOYEE.** Staff usually can save nearly their entire salary, with laundry and taxes being the only necessary expenses.

HOW DO I APPLY?

COMPLETE CAREFULLY the online application. Interviews are not arranged without a completed application, so be very certain to give full details of phone and address on references, who will be contacted. If any information is missing or inaccurate, it could delay your being considered. We will arrange an interview, if a suitable position for you may exist.

IMPORTANT - PLEASE NOTE: The background of ALL applicants being considered for employment will be extensively checked. This will include, but is not limited to: personal history; past and current employment; driving record; fingerprinting; drug screening and/or other relevant data. The offer of employment at Friendly Pines Camp and continuation of it throughout the agreed period of time is contingent upon receiving and maintaining an unblemished record in every respect.

IN CLOSING...

CAMP COUNSELING IS NOT FOR EVERYONE . . . but for the right type of dedicated young man or woman, it is a rewarding and exhilarating experience. It means long hours while maintaining a cheerful attitude; concern for others above self; hard work; 100% integrity --- and it is sometimes more demanding than we all might wish it to be!! It often asks us to perform on a standard far beyond our own self-expectations . . . and perhaps that is its greatest joy, because it brings out our very finest selves if done in the right spirit. Camp counseling is also an adventure in enjoyable group living, a chance to commit oneself to the highest possible standards, and an opportunity to know and love some great little kids and colleagues. If you find the challenge appealing, THEN FRIENDLY PINES CAMP WOULD LOVE TO HEAR FROM YOU!

Cordially,

BEBE BROWN MAY
OWNER AND SR. DIRECTOR

KEVIN NISSEN
DIRECTOR

MEGAN MAY
ASSISTANT DIRECTOR