



***Youth Volunteer
Program
Kids Kamp & Klub
2024-2025***

YOUTH VOLUNTEER PROGRAM KIDS KAMP & KLUB 2024-2025

WHAT IS KIDS KAMP?

Kids Kamp is an active, fast paced day camp that takes place Monday-Friday over Summer break from 7:30 AM-5:30 PM. Camp is an 8-week program from June 16-August 8, 2024. Campers in attendance range in age from 5-12 years old.

WHAT IS KIDS KLUB?

Kids Klub is an active, fast paced after-school program that takes place Monday-Friday during the school year from 12:00 PM-6:00 PM and non-school days from 8:00 AM-6:00 PM. Students in attendance range in age from 4-12 years old.

DESCRIPTION OF THE YOUTH VOLUNTEER ROLE:

Youth Volunteers act as support for the day camp and interact with both staff and campers/students. Under guidance from the Kids Kamp Director, Assistant Coordinators, and lead staff, volunteers may help plan and/or facilitate activities during program hours listed. Camp/after-school activities include but are not limited to: arts and crafts, sports, science experiments, aquatics, and field trips. Volunteers are expected to responsibly interact with the campers and establish a friendly connection. During their time with Kids Kamp/Klub volunteers will receive hands-on training and valuable real-world work experience! There is no hourly pay when volunteering, however, successful participation in the volunteer program is a great first step toward future employment opportunities with the City of Lincoln.

QUALIFICATIONS:

A desire to work with children and contribute to a positive experience is imperative. Kids Kamp/Klub values good leadership skills, high functioning communication skills, enthusiasm, creativity, basic knowledge of children's activities, and integrity. Reliable transportation to and from the program site is a requirement.

- Applicants must be a minimum of fourteen (14) years of age to be considered.
- Each candidate must have a completed application including a parent/legal guardian signature in order to advance to the next phase.
- Volunteers must have a phone number and active personal email address to correspond with the Kids Kamp Director. It is the volunteer's responsibility to communicate directly with the Recreation staff.
- Volunteers are required to work alongside a staff member at all times.
- Volunteers must report any unusual activity or persons to the Kids Kamp Director.
- Volunteers must provide their Summer availability upon accepting the role. If a volunteer's schedule changes following the initial availability provided they must notify the Kids Kamp Director in writing as soon as possible. This experience is a commitment and volunteers are expected to follow through. Rearranging weekly schedules is time-consuming and takes away from program planning.
- **Summer only** - Volunteers must be able to dedicate 3 days a week at minimum (with the exception of any pre-requested time off). Shifts are from 9:00 AM to 3:30 PM.
- **Summer only** - Volunteers will **not** be scheduled on Mondays for pool days or Thursdays for field trips/water slide days.
- Volunteers must be prompt and reliable in reporting for scheduled work. A weekly timesheet will be provided and volunteers must keep record of hours worked by signing in and out during shifts.
- **Summer only** - If accepted into the program, youth volunteers must attend our mandatory Kids Kamp counselor/volunteer training.

- The City of Lincoln has the right to deny or dismiss a volunteer if he/she does not meet the needs of the program.

FAQs:

- Do I need a work permit in order to apply?
 - No.
- What is the first step to applying to be a Kids Kamp/Klub Youth Volunteer?
 - In order to qualify for an application, the candidate's parent/legal guardian needs to sign this document and return it to the Camp Director.
- When is the application due?
 - **After-school:** On-going.
 - **Summer:** Applications must be turned in by Friday, May 2. Late applications will not be accepted as there is a strict schedule for the hiring process.
- Do I need to interview for the role?
 - **Both programs:** Yes, in-person interviews will be conducted following the application deadline. All candidates must take part in a formal interview to remain in consideration.
- Is there camp training?
 - Yes, in-person Counselor/Volunteer camp training is scheduled for **Monday, June 9-Friday, June 13** at the Lincoln Community Center.
- Is there a cost for the Youth Volunteer Program?
 - Yes, there is a **\$50.00** fee to participate in the program.
 - **After-school:** Prior to first day of volunteering.
 - **Summer:** Payment is due by Monday, June 9 and collected through our registration system. This fee covers the cost of one (1) uniform t-shirt and contributes toward training supplies.
- How many days a week can volunteers be scheduled?
 - **After-school:** Varies.
 - **Summer:** Volunteers can only be scheduled for 3 days per week: Tuesdays, Wednesdays and Fridays. Unfortunately, we cannot accommodate/schedule volunteers on Mondays and Thursdays.

IF THIS IS YOU, PLEASE APPLY!

Your parent/legal guardian must sign this document and return it to the Camp Director to acknowledge receipt of program qualifications. An application will be sent once received.

Email this signed document to kidskamp@lincolnca.gov and request an application.

WHAT TO EXPECT:

- **Summer only** - Applications must be turned in by **Friday, May 2** to be in consideration for the next step.
- **Summer only** - In-person interviews will be conducted the week of **May 19-23**. The program director will contact applicants to schedule an interview.
- Verbal offers may be made following interviews; a formal acceptance letter will be emailed to the candidate. If accepted into the program, volunteers must first get fingerprints taken through our agency and once cleared, attend mandatory Kids Kamp counselor/volunteer training.
- In-person camp training is scheduled for **Monday, June 9-Friday, June 13** at the Lincoln Community Center. Training is mandatory and acceptance into the volunteer program will be hindered if the applicant is unable to attend the full training.

Volunteer Name & Age

Parent / Guardian Name	Signature	Date
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