

EPILEPSY
ASSOCIATION™
OF WESTERN AND CENTRAL PA

**Camp
Frog**

February 2019

To Whom it May Concern,

The Epilepsy Association of Western and Central PA sponsors a camp each summer called Camp Frog. It is a nationally-recognized program that places extra supportive and medical services into an existing YMCA summer camp program, thus allowing children with a primary diagnosis of epilepsy/seizure disorder to enjoy summer camp just like their peers. We are looking for camp counselors who are interested in working with special needs children from the ages of 8 to 17. Our camp provides a plethora of opportunities for graduating seniors to gain more experience working with children and teens if they plan on working in a related field. I would greatly appreciate if you would share this information with your students through classes, bulletin boards, online listings, and/or any other method your school employs. The position is open to qualified **graduating seniors who are also at least 18 years of age**. Camp Frog provides relatable experiences to students interested in post-secondary education in fields such as education, occupational therapy, speech therapy, nursing, psychology, etc.

Camp Frog will be held from June 16–22, 2019 at Camp Conrad Weiser in Wernersville, PA (near Reading) and June 23–29, 2019 at Camp Fitch in North Springfield, PA (near Erie). We are looking for counselors to work at one or both locations. Counselors will assist Camp Frog campers with daily activities and provide additional safety, behavioral, and emotional support throughout the entire week of camp. The counselors will also receive training on seizure recognition and first aid and an honorarium for all of their hard work.

Enclosed you will find a Camp Frog flyer and an application. Please copy these materials at your convenience, distribute as you see fit, and have interested applicants mail the application back to me upon completion. If you have any questions or would like additional copies of anything, please feel free to contact me at pdevlin@eawcp.org or (800) 361-5885.

Respectfully,

Paige J Devlin, MT-BC
Children and Family Services Coordinator
Camp Frog Director
412-322-5880 | pdevlin@eawcp.org

Enclosures



CAMP FROG

2019

SUMMER CAMP COUNSELORS NEEDED

About Camp Frog

Camp Frog is a nationally-recognized program that places extra supportive and medical services into existing YMCA summer camp programs, allowing children who have seizures to enjoy summer camp just like their peers.

Counselor Responsibilities

- Ensure the safety and well-being of the campers
- Tend to campers during and after seizure activity
- Follow the YMCA camp and Camp Frog schedules and rules
- Stay with campers at all times
- Facilitate positive peer interaction opportunities

MUST BE AT LEAST 18 TO APPLY

First Session

Camp Conrad Welser
Wernersville (near Reading), PA
June 16-22, 2019

Second Session

Camp Fitch
North Springfield (near Erie), PA
June 23-29, 2019

Contact

Paige Devlin at
pdevlin@eawcp.org
or 412-322-5880

for more information or
to apply for a counselor position!

www.eawcp.org

A summer camp for children and teens who have seizures



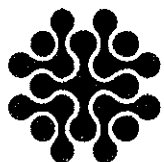
EPILEPSY
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**EPILEPSY ASSOCIATION OF
WESTERN AND CENTRAL PA**



APPLICATION FOR EMPLOYMENT

Camp Counselor



EPILEPSY
ASSOCIATION™
OF WESTERN AND CENTRAL PA

1501 Reedsdale Street, Suite 3002
Pittsburgh, PA 15233
P: 412-322-5880 | F: 412-322-7885
www.eawcp.org

PERSONAL

Name: _____
First Middle Last

Date of Birth: _____ Social Security Number: _____

Address: _____
Street Address

City State Zip

E-mail Address: _____

Primary Phone: _____ Secondary Phone: _____

Are you either a citizen of the United States or a legal alien who has the right to remain permanently and work in the United States? (You will be required to produce proof of your right to work following a conditional offer of employment.) ☐ Yes ☐ No

Have you ever been employed by the EAWCP? ☐ Yes ☐ No

If yes, please state when and by what name (if different from above): _____

Do you have any friends or relatives employed by the EAWCP? ☐ Yes ☐ No

If yes, please give employee's name(s): _____

Do you hold a valid driver's license? ☐ Yes ☐ No

Do you hold a CDL license? If yes, what class? ☐ Yes ☐ No

To be considered qualified under the Americans With Disabilities Act, an applicant must be able to perform the essential functions of a job with or without a reasonable accommodation. Please review the application and attached job description and answer the following question: Can you perform the essential functions of the position for which you have applied, with or without an accommodation?

☐ Yes ☐ No

If you answered 'No', please identify what job functions you cannot perform with or without an accommodation. Please state any additional information you believe would be helpful to us in considering your application. Do not list any information that would indicate your age, race, color, sex, religion, marital status, military status, national origin, citizenship, or disability.

EDUCATION

Name and Address of School	Years Attended	Did you graduate?	Degree
High School			
College			
Other			

WORK EXPERIENCE (include prior camp experience and work with children)

Employer	Address and Phone	Position	Dates Worked

-
1. Check the dates/locations you are available to work at Camp Frog.

☐ **Camp Conrad Weiser, Wernersville, PA**
June 16-22, 2019

☐ **Camp Fitch, North Springfield, PA**
June 23-29, 2019

2. Do you hold any Red Cross First Aid or CPR training certificates? ☐ Yes ☐ No

If yes, please list all of the certificates you have at the end of this form and list the expiration dates for each.

3. Do you hold a current life-saving or water safety certificate? ☐ Yes ☐ No

If yes, please list all of the certificates you have at the end of this form and list the expiration dates for each.

4. Do you have the following clearances:

PA Criminal Record Check	<input type="checkbox"/> Yes	<input type="checkbox"/> No
PA Child Abuse History	<input type="checkbox"/> Yes	<input type="checkbox"/> No
FBI Fingerprint Background Check*	<input type="checkbox"/> Yes	<input type="checkbox"/> No

**This clearance is only required at the Camp Fitch location.*

If yes, enclose a copy of each.

If no, you will be given instructions on how to apply for new clearances if you are being considered for a counselor position.

5. Have you ever worked with children with special needs or other chronic health disorders? ☐ Yes ☐ No

If yes, in what capacity? _____

6. Have you had any personal experience with epilepsy or seizures? ☐ Yes ☐ No

If yes, in what capacity? _____

7. The age groups at Camp Frog include the following. Please indicate your 1st, 2nd, and 3rd choices:

8 to 10 year olds _____

11 to 12 year olds _____

13 to 17 year olds _____

8. Why do you want to be a counselor with Camp Frog?

9. Please write a brief description of any specialized training or experience in camping or in any other fields that might help you in the position of a Camp Frog counselor. Feel free to submit additional sheets if necessary.

It is understood and that, in making application for employment, an investigation may be made whereby information is obtained through personal interviews with my neighbors, friends, or others with whom I am acquainted. This inquiry includes information as to my character, general reputation, personal characteristics, and mode of living. I have the right to make a written request within a reasonable period of time for a complete and accurate disclosure of additional information concerning the nature and scope of this investigation.

I agree to conform to the rules and regulations of the Epilepsy Association of Western and Central PA. My employment may be terminated at any time, at the option of either the Epilepsy Association of Western and Central PA or myself. I understand that no representative has any authority to enter into any agreement for employment for any specific period of time, or make any agreement contrary to the foregoing.

I certify that the answers given by me to all of the questions on this application and any attachments are to the best of my knowledge and belief true and correct and that I have not knowingly withheld any pertinent facts or circumstances. I understand that any omission or misrepresentation of fact in this application may result in refusal of or separation from employment upon discovery thereof.

Applicant's Signature

Date

Please return this form to: Epilepsy Association of Western and Central PA
1501 Reedsdale Street, Suite 3002
Pittsburgh, PA 15233
Attn: Paige Devlin, Children and Family Services Coordinator

Fax: 412-322-7885

For any questions or concerns, contact Paige Devlin at 412-322-5880 | 1-800-361-5885 | pdevlin@eawcp.org

JOB DESCRIPTION

Position: Camp Frog Counselor

Reports To: Children & Family Services Coordinator and President & CEO

Position Objective/Summary:

Principle responsibilities include assisting Camp Frog campers with additional safety, behavioral, and emotional support during the week of camp.

Principle Duties and Responsibilities:

1. Complete an application
2. Complete the following clearances: PA Criminal Record Check, PA Child Abuse History, and FBI Fingerprint Background Check
3. Attend a personal interview
4. Attend a mandatory training on seizure recognition and first aid presented by EAWCP
5. Complete the mandatory video trainings required by Camp Fitch
6. Spend the entire week with the campers
 - Eating
 - Sleeping
 - Participating in all camp activities which may include but is not limited to swimming, hiking, walking, etc.
7. Inform the Camp Director of problems as they arise
8. Comply with all Camp Fitch or Camp Conrad Weiser rules and regulations
9. Be respectful of all campers and staff at Camp Fitch or Camp Conrad Weiser
10. Act as a counselor to all other children in the cabin
11. Encourage participation and integration from Camp Frog campers
12. Provide seizure recognition and first aid to campers

Qualifications:

1. Be 18-26 years of age
2. High school diploma or GED required
3. Knowledge of behavior modification techniques, child development, and other special needs concerns is favored
4. Interest in working with children who have special needs
5. Able to attend all meetings, trainings, and the entire week of camp
6. Able to fulfill the responsibilities of the job without accommodations
7. If you have participated in Camp Frog as a camper, you must skip at least one summer of camp before applying for a position as a counselor

Working Conditions:

Counselors will be working at a camp where a lot of physical activities will be performed, including but not limited to: hiking, swimming, crawling, lifting, jumping, walking, running, horseback riding, throwing, etc.

Applicant Signature

Date

Camp Director's Signature

Date

NOTE: The above statements are intended to describe the general nature and level of work being performed by employees assigned the job. They are not exhaustive lists of all duties, responsibilities, knowledge, skills, abilities, and working conditions associated with the job. Additional functions may be required to meet agency objectives.