



YMCA CAMP ERNST

E-TEAM APPLICATION PROCESS

E-team is a paid staff position at YMCA Camp Ernst for 16 year olds entering the 11th grade in Fall 2018. Due to state work restrictions for minors, 15 year olds may participate, but only as volunteers. E-team members will be assigned to an activity team for their three week session (lifeguards attend one week of lifeguard training, in addition to their three week session). E-teamers go home on the Saturday in between weeks and return Sunday in time for a staff meeting. Each E-team member will be assigned to an activity team for the entirety of their session.

THE E-TEAM APPLICATION PROCESS

1. COMPLETE THE ONLINE APPLICATION BY OCTOBER 31, 2017

Complete an application with the YMCA of Greater Cincinnati. Go to <http://myy.org/work-at-the-Y>, find YMCA Camp Ernst, select E-team, and complete the application (applicants who will not be 16 during the summer should skip this step). Be sure you click submit when you are finished.

Next, go to <https://myycamp.campbrainstaff.com/>. If you have an existing camp brain account, log in. If not, you will need to create a new account using your own email address. Select E-team Application and complete all sections. You will select all teams, interview times, and sessions you are available for. If you are interested/available for more than one team/session, please remember to rank your preferences in the appropriate comment section. Below is a description of each team.

- **Lifeguard Team-** The lifeguard team will spend their time guarding at the pools, lake, and creek hikes, and running lake activities. All guards will spend their first week of their four week session earning their YMCA lifeguard certification. Lifeguards must be at least 16 years old by the end of the lifeguard class. The fee for the lifeguard class is \$100 and should be turned in at your scheduled interview. Lifeguards earn \$300 per session.
- **Ropes Course Team-** The Ropes Team will be responsible for running and operating both the high and low ropes course during their three week session. Under the supervision of the ropes leader, they will help to inspect, operate, and maintain the ropes course activities and equipment. The ropes team members earn \$180 per session.
- **General Activities Team-** The General Activities Team may rotate between facilitating one of the following activities: sports and games, archery, BBs, nature, fishing, or sport court, lake, and office. Supervised by the general activity team leaders, they will spend their time leading a variety of activities during their three week session. The general activity team members earn \$180 per session.
- **Ranch Team-** The Ranch Team will assist in ground and arena lessons, trail rides, and daily operation of the barn during their three week session. Under the supervision the ranch leaders, they will learn the skills necessary to be a successful barn staff member. The ranch team members earn \$180 per session.

You will receive a confirmation email when you have successfully submitted your application.

2. CHECK YOUR EMAIL FOR YOUR INTERVIEW TIME ON DECEMBER 2nd

Once we have received your completed application, you will receive an email from Michael Lindley with your interview time. There will be a day of group interviews on December 2nd.

3. COMPLETE THE YMCA NEW EMPLOYEE ORIENTATION ONLINE AND PRINT THE CERTIFICATE

To access the training, go to yexchange.org and create an account. Under Search Course Descriptions, search New Employee Orientation. Register for the class, complete the training, print the certificate, and bring it with you to the interview. If you have questions, please email Michael at mlindley@cincinnatiymca.org.

4. ATTEND YOU SCHEDULED INTERVIEW TIME

Please bring the following items with you to your interview. These will take some time to gather, so please make sure that you plan ahead!

A COPY OF A PHOTO ID (This may be a passport, school ID, or driver's permit.)

A COPY OF YOUR BIRTH CERTIFICATE OR SOCIAL SECURITY CARD

YMCA NEW EMPLOYEE ORIENTATION CERTIFICATE

3 COMPLETED REFERENCE FORMS (1 relative and 2 non-relative references. Forms can be found on the website.)

A DIRECT DEPOSIT ENROLLMENT LETTER FROM YOUR BANK (This may be either a voided check or a signed letter from the bank. Bank statements and deposit slips will not be accepted. If you do not already have a bank account, please set one up now. All YMCA employees are required to use direct deposit with your name on the account (cannot use parent's account).

5. WAIT FOR YOUR ACCEPTANCE PACKET

Acceptance letters will be emailed out by January 3, 2018. Session priority is based on interview score, desired activity team positions (lifeguards and ranch staff given first priority), potential, and enthusiasm for the job. Accept your positions by signing and returning the employment letter and health form. Each E-team member will also be required to complete YMCA payroll paperwork (for those that will be at least 16 during their session) and additional online trainings. All paperwork must be returned before you can attend future trainings or camp events.

6. ATTEND YOUR SCHEDULED TRAININGS

An email with more information for trainings will be sent out upon acceptance of your activity team position. Please mark your calendars early for the trainings that correspond to the activity team in which you are interested.

7. SHOW UP FOR YOUR SCHEDULED WEEKS

E-Team is a job, and we're counting on you for the session you are scheduled! If something comes up and you can no longer work your contracted session, please let us know as early as possible (at least two weeks before you are scheduled or as soon as you know of the conflict).

If you have any questions, please email Michael Lindley at mlindley@cincinnatiymca.org or call the office at (859)586-6181.