

# **E-TEAM FREQUENTLY ASKED QUESTIONS**

## **APPLYING FOR E-TEAM**

### **WHO IS ELIGIBLE FOR E-TEAM?**

Rising juniors in high school or those who are 16 years of age. It is not necessary to have previous camp experience.

### **WHO SHOULD COMPLETE THE E-TEAM APPLICATION?**

Since E-team is a job, it is important for the E-team candidate to complete the application themselves. This means they should also have their own email address to register for an account, separate from a parents. While there still will be some communication with parents, we want the E-team candidate to take responsibility during this process, including submitting the application, preparing for the interview, emailing with questions, and following deadlines.

### **WHEN ARE APPLICATIONS DUE?**

To be considered in the first round of interviews, applications must be submitted by October 31<sup>st</sup>. Applications submitted after this date will be processed if space is available. We do maintain active waitlists for each session.

### **WHAT ARE THE ACTIVITY TEAMS I CAN APPLY FOR ON E-TEAM?**

E-teamers will be assigned to an activity team when accepted. E-team leaders will then assign specific jobs and schedules at the beginning of each camp week. If you are interested in more than one team, you may rank your preference on the application.

- Lifeguard Team- Lifeguards are certified and will rotate between the two pools, lake, and the banana boat
- Ropes Team – Those assigned to the ropes course will run and operate both the high and low ropes course.
- General Activities Team – The General Activities team will rotate between valley activities and facilitate one of the following each activity period: sports and games, archery, bbs, nature, fishing, crafts, etc.
- Ranch Team – Those assigned to the Ranch Team will assist in ground and arena lessons, trail rides, and daily operation of the barn.

## WHAT ARE THE SESSION DATES?

### **General, Ropes, Ranch**

Session 1: June 7-27

Session 2: June 28-July 18\*

Session 3: July 19-August 8

### **Lifeguard**

Session 1: Training- May 31-June 3; Session- June 7-27

Session 2: Training- June 21-24; Session- June 28-July 18\*

Session 3: Training- July 12-15; Session- July 19-August 8

\*Week 4 ends on Friday July 3<sup>rd</sup>. E-teamers will go home Friday and return on Sunday July 5<sup>th</sup>.

## CAN I APPLY FOR MORE THAN ONE SESSION?

There may be an opportunity for E-Team members to do more than one session, depending on spots available and activity team assignments.

## WHAT DO I NEED TO DO TO PREPARE FOR MY INTERVIEW?

We will send out an email after your application is submitted with a checklist of items to bring with you to the interview. To prepare a head of time, these are some of the things you will need:

- A copy of your current photo ID
- A copy of your birth certificate or social security card
- Three completed reference forms through Checkster (see below for more info)
- A direct deposit enrollment letter or voided check
- A planned activity (more information will be sent in your interview email, including guidelines)

## HOW DO I SUBMIT MY THREE REQUIRED REFERENCES?

After you submit your application, you will receive an email through Checkster requesting the names and emails of your references. You will need a total of 3 references (1 relative and 2 non-relatives), but you are allowed to submit more. Checkster will email your references and the form will be done electronically. Please make sure you reach out to your references ahead of time and let them know an email will be sent to them.

**Make sure you submit your application early enough to give yourself and your references enough time to get these complete.**

## WHAT WILL THE INTERVIEW DAY LOOK LIKE?

Applicants can expect to rotate through sessions including but not limited to a group interview, new hire paperwork, an interactive session, and an overview and expectations of the E-Team program. The entire two-hour interview period will be used.

## **IS EVERYONE HIRED ON E-TEAM?**

The application process is competitive. While we do try to offer positions to as many applicants as we can, it depends on the number of people applying for each session and position. You improve your chances when you complete steps and paperwork is turned in on time, you come to the interview prepared, and demonstrate enthusiasm for the job. Being flexible with your schedule and position preferences allows for more flexibility on our end when scheduling.

## **WHEN WILL I KNOW IF I HAVE BEEN OFFERED MY SPOT?**

We work really hard to let you know if you have been offered an E-team spot as soon as possible. Our goal is to have employment offers ready to go by December 18<sup>th</sup>. Employment offers will be sent to the email used on your application.

## **TRAININGS**

### **WHAT KIND OF TRAINING IS REQUIRED BEFORE MY SESSION?**

All E-Team members will need to complete a set of online trainings that will be sent via email in the Spring. Failure to complete the trainings by the deadline may result in the loss of weeks. Additional training, including Child Abuse Prevention, New Employee Orientation, Personnel Policies, and Emergency Procedures will be done during the first week of your session.

### **HOW WILL I BE TRAINED FOR MY ASSIGNED ACTIVITY TEAM?**

Ropes, General Activities, and Ranch teams will receive training on the first Sunday of their session. Lifeguards will complete a three day Lifeguard certification class the first week of their session (note- lifeguard sessions are 4 weeks long to accommodate this extra training. The training typically runs from Sunday-Wednesday. Lifeguards stay at camp during that period. They will go home when training is complete and then return the following Sunday for the start of the session. If you are already certified or get certified prior to your session, you do not need to attend the certification class during the first week of the session). Additional training and in-services will be completed during your assigned session for all activity teams.

## **WHILE YOU ARE AT CAMP**

### **WHEN DO I NEED TO ARRIVE TO CAMP? WHEN ARE WE FINISHED?**

E-Teamers will need to arrive at camp by 12:00pm on Sunday each week of their session for a meeting outside of the Casa. You should plan to be moved into the cabin and have your car moved if necessary before the meeting. E-Team will be done at 10:00am on Saturday each week.

## **CAN I DRIVE MY CAR TO CAMP?**

Yes. All cars must be parked in the staff parking lot located next to the dodgeball court. You will not be able to access your car until Saturday.

## **WHERE DO E-TEAMERS SLEEP?**

E-teamers sleep in the Casa, which is located by the soccer field in the valley behind Wallace Lodge. You will sleep in the cabin with other E-team members and the E-team leaders.

## **HOW AM I ASSIGNED MY JOB FOR THE WEEK?**

E-team leaders will provide a schedule so you know when and where you are supposed to be throughout the week.

## **WHAT SHOULD I BRING FOR E-TEAM?**

E-Team members should be prepared to work a variety of activities. The camp packing list located on the website will cover most items needed for the week. All E-teamers should bring a watch to help keep track of time. Sturdy shorts/pants and closed-toe shoes are required for the ropes course. Long pants and boots and required for the ranch. Lifeguards must have one piece bathing suits, a hat, and sunglasses.

## **WILL I GET PAID?**

For those E-teamers who will be 16 years old during any point of their three week session, paychecks will be deposited directly into your bank account after completion of your assigned session according to the YMCA payroll schedule. E-teamers are paid \$180 for the three week session, with the exception of lifeguards who make \$300 per session. If you are 15 years old, you may earn service hours. If you have questions about your pay, you may contact David ([dchambers@myy.org](mailto:dchambers@myy.org)).

## **CAN I STAY AT CAMP OVER THE WEEKEND?**

A few lifeguards are needed for stayovers and will be assigned by the leaders. All other E-teamers are expected to go home on the weekend from 10am on Saturday until Sunday at 12:00pm. E-teamers from out of town should talk to David before summer if stayover arrangements need to be made.

## **AM I ALLOWED TO LEAVE CAMP DURING THE WEEK OR ON OFF TIME?**

No, E-team members must stay on camp property during the week. All appointments should be scheduled outside of your assigned session.

## **AM I ALLOWED TO HAVE A CELL PHONE?**

Yes. However, cell phones may only be used in the Casa and other designated areas during your off time. You should plan on bringing a watch to keep track of time.

## **WHERE DO WE EAT?**

E-teamers will receive a schedule at the beginning of the week which will help determine what dining hall they will eat for each meal. The location is determined by what unit of campers are assigned to your activity for that period. If you are unsure, there will always be an E-team leader near-by to help.

## **WILL WE HELP WITH A CABIN?**

Yes! E-teamers will be assigned to a cabin each week. You will help with the bedtime routine, participate in some evening programs, and will have to time to get to know your cabin throughout the week. These are all opportunities for you to observe counselors and practice your own skills as you prepare to become a counselor.

## **WHO DO I TALK TO IF I NEED HELP?**

The E-team leaders will be a great resource for all E-teamers. There will be at least 6 college-aged leaders who are here to help with any questions or problems. We ask that you are proactive and involve the leaders early so they can help you have a great experience. David and Megan and the rest of the program and admin senior staff are also here to support you.

## **WHAT DO I DO IF I CAN NO LONGER WORK THE SESSION THAT I WAS ASSIGNED?**

If you are no longer able to work your session or an assigned week, you need to contact David Chambers ([dchambers@myy.org](mailto:dchambers@myy.org)) as soon as possible. Remember, this is a job, and we are counting on you to be here during your scheduled time. We would like for you to take responsibility for your job, so it is expected that we hear from you in writing directly and not your parents.

## **WHAT IF I HAVE MORE QUESTIONS?**

Please call the office at 859-586-6181 or send David and email at [dchambers@myy.org](mailto:dchambers@myy.org).