

## Varsity Spirit Camp Administration Application Information

Thank you for your interest in becoming a member of the Varsity Spirit Camp Administration staff. We pride ourselves on hiring hard working, positive, self-motivated team members and hope that we can continue that with you. Our Camp Administration staff includes Camp Managers and First Aiders, all who work together to elevate the student experience through spirit at our events across the country. All Varsity Camp Administration staff must be at least 19 years of age and are required to be \*CPR/AED and first aid certified.

Camp Managers and First Aiders work together as a liaison between Varsity Spirit and the host site staff to ensure that all aspects of our events run smoothly. From the initial set-up and registration through the end of each event, these are key positions in the total customer experience. We all work together to ensure that everyone enjoys an environment that promotes safety and injury prevention while maintaining a spirited atmosphere that is conducive to learning and growing as leaders in the school and community.

Below is a brief overview of the expectations and duties required by our staff at summer camps. Other duties and assignments will occur during events.

- Enforce all camp policies and procedures for the safety and security of participants, coaches and staff
- Work closely with instructional staff to make camp an enjoyable and memorable experience
- Act as a positive role model for participants through appropriate personal behavior at all times
- Supervise participants throughout events and remain available to assist them as necessary
- Remain on site and available 24 hours a day during the term of residential camps (typically 4 days, 3 nights)
- Conduct nightly team checks
- Communicate regularly with staff and coaches
- Provide basic first aid to injured participants, coaches and staff as needed
- Maintain the highest level of professionalism

All staff is required to provide their own transportation to and from events and to travel within an approximate 6 hours radius of home. Additionally, all staff members must complete a basic head injury information course, a background check administered by Varsity Spirit, an on-line session on the protection of children and any miscellaneous items required by states or event host sites prior to employment. All items will be made available at no cost to you through Varsity Spirit.

We look forward to receiving and reviewing your application soon. It is our promise that we will treat all applicants and employees fairly and compassionately. We further promise to thoroughly train all employees for the job ahead.

If you have any further questions, please feel free to contact:

Patrick Coco  
Program Director  
1-800-238-0286 x 4327  
pcoco@varsity.com

## Frequently Asked Questions

### How does the application process work?

1. Please complete and submit the application found at the link below.
2. Upon receipt of your application, you will receive a verification e-mail that will also provide you with any further information or instructions as needed.
3. Once we verify that you have met all requirements, we will schedule a phone interview. Please note that not all applicants will be interviewed.
4. After the interview, you will receive an application status e-mail or phone call.

### If hired, how will I be staffed events?

Your availability will be the biggest factor in determining your schedule. For summer camps, we require that our staff is available for at least 6 full weeks outside of the mandatory training session. The more availability you have and the more flexible you are, the better. We also require that our staff drive up to approximately 6 hours from their home address.

### If hired for summer camps, how will I be trained?

All employees are required to attend one of our mandatory training sessions, held around the country, in May or early June. This extensive training session will cover all aspects of the job. Varsity Spirit will coordinate travel for this session and provide travel expenses, meals and lodging.

### If hired for fall, winter and spring Events, how will I be trained?

All employees will be trained through a short, on-line training platform.

\* All CPR and First Aid certifications must be provided through one of the following:

#### Approved CPR courses:

Provider Name	Course Title
American Heart Association	ACLS
American Heart Association	BLS Healthcare Provider
American Heart Association	Heartcode BLS*
American Red Cross	CPR/AED for the Professional Rescuer
American Red Cross	Basic Life Support for Healthcare Providers
American Safety and Health Institute	CPR for Professionals
Emergency Care and Safety Institute	Health Care Provider CPR
National Safety Council	Basic Life Support for Health Care and Professional Rescuers

#### Approved First Aid Courses:

Provider Name	Course Title
American Heart Association	Heartsaver First Aid
***American Red Cross	Adult and Pediatric First Aid/CPR/AED
American Red Cross	First Aid Health and Safety for Coaches
American Safety and Health Institute	Advanced First Aid, First Responder
Emergency Care and Safety Institute	First Aid, Emergency Medical Responder
National Safety Council	First Aid, First Responder

\*\*\* This course provides approved certification for CPR, AED and first aid

#### Applications can be found here:

<https://varsityspirit.wufoo.com/forms/z1tpsgjs035f5vt/>