



# **TOM SAWYER CAMPS**

## **INFORMATION GUIDE: JUNIOR COUNSELORS**

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# ABOUT TOM SAWYER CAMPS

Tom Sawyer Camps was founded in 1926!

Each summer we offer 9 weeks of outdoor, unplugged programming, Monday- Friday for campers 3 years old through 8th grade.

- We have 3 programs at camp:
  - Pre Camp:** 3 year olds - Kindergarten
  - Day Camp:** Kindergarten - 4th grade
  - Outpost:** : 5th grade - 8th grade
- **Directors and Assistant Directors** oversee each program and activity at camp and supervise all Counselors.
- We have 3 categories of Counselors who work at camp:
  - ★ **Junior Counselors:** Current 9th and 10th graders (**unpaid**)
  - Assistant Counselors:** Current 11th and 12th grader (paid)
  - Senior Counselors:** Current college freshman/equivalent or older (paid)
- **SERVICE HOURS:** Junior Counselor positions are **UNPAID**, but counselors can receive service hours for their time at TSC as long as their school will accept it. Make sure to check with your school.
- Junior Counselors are placed in different programs at camp and must commit to 1 full session as well as the mandatory training dates, see following pages for details.

# JUNIOR COUNSELOR: POSITION DETAILS

## SPECIALIST COUNSELORS

- Most Junior Counselors are placed with our Specialist Programs: Horses, Pool, Archery, or Activities.
- Each Specialist Program has extra specialized training in that activity. We highly recommend that Junior Counselors go to at least one extra training in their specialty.
- Junior Counselors assist the Senior and Assistant Counselors teach and facilitate the assigned activity. They stay at their activity and see multiple groups and possibly multiple aged campers at their assigned activity everyday. Specialist Counselors positions are available at the following areas and the approximate hours are listed.

**Pool:** 9:00AM-3:00PM

**Activities:** 9:15AM-3:45PM

**Horses:** 9:00AM-3:45PM

**Archery:** 9:15AM-3:45PM

## GROUP COUNSELORS

- Assigned to a specific age group of (12-14) campers in **Pre Camp only**. Campers aged 3- 5/6 years old. They spend every day with this group, work Senior and Assistant Counselors to lead the group through the daily schedule.
- Approximate daily hours are: **8:30AM-3:40PM**.

**NOTE:** Junior Counselors placed at Pool or with a Pre Camp Group are expected to be in the water daily.

# JUNIOR COUNSELOR REQUIREMENTS

**BEFORE APPLYING PLEASE MAKE SURE YOU  
MEET THE FOLLOWING CRITERIA**

- Currently a high school Freshman (9th) or Sophomore (10th) at the time of application submission.
- Able to secure a ride to and from camp daily.
  - Pick-Up Point Buses are available in select areas, which Junior Counselors can opt into as long as there is space (transportation **not** guaranteed).
- Able to attend **both** Mandatory Trainings
  - June 7th (all day)
  - June 14th (all day)

And at least 1 training in specialized area (horses, pool, archery, activities, or pre camp)
- Able to commit to at least 1 Full Junior Counselor Session (3 or 4 weeks), Monday-Friday.
  - Session 1: June 16- July 11
  - Session 2: July 14- August 8
  - Session 3: July 28- August 15

# CAMP DATES JUNE 16 - AUGUST 15

- Junior Counselors commit to working at least 1 full session:  
    **JC Session 1:** June 16th- July 11th (4 weeks)  
    **JC Session 2:** July 14th- August 8th(4 weeks)  
    **JC Session 3:** July 28th -August 15th (3 weeks)
- Counselors work Mon-Fri and daily start and end times are determined by position (see page 4)

# TRAINING JUNE 5- JUNE 14

- ALL Counselors are required to attend training before camp starts. Below is a tentative schedule. Different positions have additional required trainings.

| SUNDAY  | MONDAY   | TUESDAY | WEDNESDAY   | THURSDAY  | FRIDAY   | SATURDAY   |
|---|--|---------|---|---|--|--|
|   |  |         |   | June 5<br> | June 6   | JUNE 7<br>  |
| JUNE 8<br> | JUNE 9   | JUNE 10 | JUNE 11<br> | JUNE 12   | JUNE 13<br> | JUNE 14<br> |
| JUNE 15   | JUNE 16<br> |         |   |   |  |  |

-  2 MANDATORY Full Day Trainings for ALL counselors
-  Position specific Training that are **strongly** recommended.

- Junior Counselors **MUST** attend **BOTH** Saturday Trainings. Those training days typically run 8AM-4PM.

# TSC TRAINING INFORMATION

## **TSC MANDATORY TRAININGS: 6/7 & 6/14** THESE DATES WILL NOT CHANGE

- Full day of training at camp location. Mandatory for all TSC staff.  
Typically 8am-4pm
- All staff must attend **BOTH** Saturday trainings (6/7 and 6/14)

## **TSC OPTIONAL TRAININGS:**

We highly recommend that Junior Counselors attend at least 1 optional training related to their position.

### **Thursday June 5th** (typically 6-8pm)

- Junior Counselor Training- specific training centered around the role of a Junior Counselor. Great way to understand the position and meet others before the first Saturday training.

### **Sunday June 8th**

- Pre Camp Training- position specific training really helpful for working in Pre Camp
- Horses Training- position specific training really helpful for working with the Horse program
- Pool Training- position specific training really helpful for working with the Pool program

### **Wednesday June 11th**

- Activities Training- position specific training really helpful for working with the Activities program

### **Friday June 13th**

- Horses Training- position specific training really helpful for working with the Horse program
- Pool Training- position specific training really helpful for working with the Pool program
- Archery Training- position specific training really helpful for working at and instructing Archery

## **OTHER:**

**Picking up TSC Gear:** Pick one date below to come to the TSC Office and pick up your Gear

- 6/3, 6/4, at Junior Counselor Training, or 6/9

**First Aid/CPR Class:** If there are spaces in our First Aid/CPR classes, Junior Counselors may sign up to take one. First priority of classes goes to our Senior and Assistant Counselors.

- Dates TBD

**NOTE: ALL ARE SUBJECT TO CHANGE.  
TIMES ARE DETERMINED CLOSER TO DATE.**



# JC APPLICATION PROCESS

## 1. READ THIS GUIDE

- Make sure you have read through this guide, discuss it with your parent/guardian, and are able fulfill the requirements (mandatory training and sessions) **BEFORE** you fill out an application.
- We cannot always accommodate everyone's first choice so more flexibility on session and placement choice is helpful.
- If you or your parent/guardian has any questions, Applicants can email Kate at [kate@tomsawycamps.com](mailto:kate@tomsawycamps.com). We always encourage the Junior Counselor applicant to reach out vs. the parent/guardian.

## 2. REFERENCES

- We will ask that each applicant provide 2 references. A reference can be anyone that has seen the applicant in a leadership position such as teachers, coaches, club leaders, etc. A link is provided in the application that applicants should email to their listed references.

## 3. LOG IN AND COMPLETE AN APPLICATION

- Have a parent/guardian create a username and password or log in to their existing account [here](#).  
Yes: you are supposed to be on the camper side of the system.
- Click 'Start a New Application' and enter your age and grade, which will generate the Junior Counselor Application.
- Fill out the application completely and thoughtfully (Junior Counselor applicants please fill this out yourself). Remember this application is our first impression of you.
- Once you submit your application, it may take TSC Directors a few days to review your application. They will reach out to you, the applicant, directly via the email you provided so make sure you are checking your emails regularly.



# JC APPLICATION PROCESS

## 4. GROUP INTERVIEW & WHAT TO EXPECT

- Once you submit your application, it may take TSC Directors a few days to review your application. TSC Directors will reach out via email confirming your Group Interview date based on what you stated on your application.
- After attending the Group Interview TSC Directors review applications and check references before emailing applicants with final decisions. Depending on references, this may take 1-2 weeks, at which point applicants will receive an email with one of the following responses:
  - a thank you for your time, but we are moving in another direction,
  - an 'on hold' email when we may not have space currently but will reach out if that changes,
  - or an offer to join our Junior Counselor program!

## IMPORTANT DATES

### GROUP INTERVIEW DATES NOTE: THESE ARE SUBJECT TO CHANGE.

Option 1: January 25th, 10:00-12:00PM (Saturday)

Option 2: February 8th, 10:00-12:00PM (Saturday)

Option 3: March 1st, 10:00-12:00PM (Saturday)

Option 4: March 22nd, 10:00-12:00PM (Saturday)

### SESSION DATES THESE DATES WILL NOT CHANGE

JC Session 1: June 16th- July 11th (4 weeks)

JC Session 2: July 14th- August 8th (4 weeks)

JC Session 3: July 28th -August 15th (3 weeks)

## TRAINING DATES More detailed information on page 7.

### MANDATORY THESE DATES WILL NOT CHANGE

June 7th (Saturday): 8-4pm

June 14th (Saturday): 8-4pm

### OPTIONAL NOTE: THESE ARE SUBJECT TO CHANGE.

June 5th (Thursday)

June 8th (Sunday)

June 11th (Wednesday)

June 13th (Friday)

# A FEW THINGS TO **EXPECT** FROM A POSITION AT TOM SAWYER CAMPS:

**TO WORK HARD!** This is a hard and demanding position. It's outside, it's hot, it's dirty, and it's physical. Working with our campers requires energy, patience, and engagement. There is no use of technology during the camp day as our responsibility is to be present for our campers.

**TO LEARN!** The learning at camp is constant! Not just the skills you learn at training, but also an incredible list of skills that our counselors take with them and use in many different areas of their lives. No matter what your future interests are, the skills you learn at camp are transferable to all majors, jobs, etc.

**TO PLAY AND BE SILLY!** All our counselors play WITH our campers not just supervise. That means playing the games with campers, playing in the mud and getting dirty, singing silly songs, etc. Anything we are asking our campers to do, you as a counselor should expect to do as well.

**TO MAKE FRIENDS!** Camp is a wonderful community of like-minded people who will all share the incredible experience of being a Camp Counselor. This community is something that continues far after the summer. The more you put in the more you will get out.

**TO MAKE AN IMPACT!** Counselors have a rare opportunity to make a lasting impact on young campers. They will be looking to you for guidance, support, kindness, empathy, knowledge, silliness, fun, and more. Campers WILL remember for what you have done for years to come...so be ready to make a difference!

**TO HAVE FUN!** This is a HARD and sometimes exhausting position. If you are open to learning, trying new things, and growing it is one of the most FUN positions you can find! We want EVERYONE, campers and staff to have FUN!

# WHY YOUR TEEN SHOULD BE A JUNIOR COUNSELOR

The Junior Counselor Program is a Leadership Program for high school students in 9th or 10th grade. This no cost, unpaid summer position is a great introduction into the skills needed to become independent and responsible young adults.

The goal of the program is to give Junior Counselors the opportunity to grow in a variety of areas that will ultimately be useful tools when applying to colleges, applying to jobs, etc. They achieve this, all while having fun outdoors, unplugged, with other like-minded people. We see skill growth in areas such as independence, responsibility, public speaking, time management, communication, professionalism, teamwork, flexibility, and many more.

This skill building starts with the application process. There are parts that will require parental/guardian help, but our goal is to partner with parents/guardians to create opportunities for these 9th and 10th graders to start doing things for themselves and really be in the driver seat of this process.







