

City of Los Angeles
Department of Recreation and Parks
Camping Section

GRIFFITH PARK BOYS CAMP

*(Located up Camp Road off of Griffith Park Drive
Across from Wilson Harding Golf Course)*

Mailing Address:

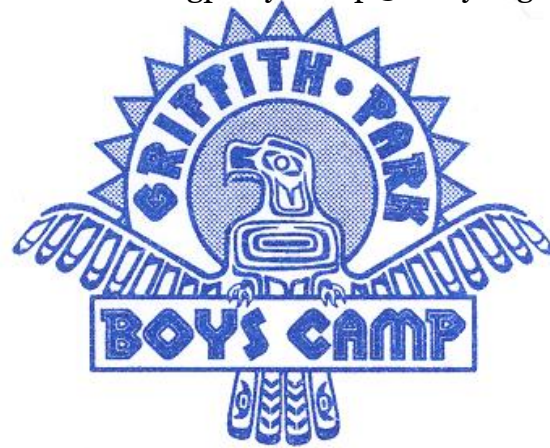
4730 Crystal Springs Drive

Los Angeles, CA 90027

(323) 664-0571

www.laparks.org/camp/griffith-park-boys-camp

email: gp.boyscamp@lacity.org



Activity Leader

Application

Description of Camp

Griffith Park Boys Camp is located in the hills of Griffith Park, next door to the L.A. Zoo. Operated by the City of Los Angeles Department of Recreation and Parks, the camp first opened in 1926 and became an all boy's camp in 1951. The facility includes 12 cabins (sleeping 10 people each), restrooms, showers, arts and crafts center, archery range, swimming pool, hiking trails, wilderness/outdoor program, campfire ring, sports field, climbing wall, challenge course, a historic lodge and dining facility.

Activity Leaders work a varying schedule depending on program needs. The week is filled with theme based activities and everyday camp activities which include swimming, crafts, games, sports, archery, outdoor cooking and more. The majority of an Activity Leader's time is spent working on the ropes course, climbing wall, leading games and activities. Griffith Park Boys Camp provides overnight camping experiences and outdoor recreational program for boys ages 7-17.

Griffith Park Boys Camp has provided Los Angeles youth with overnight camp experiences for more than 90 years. As an Activity Leader you will be expected to adhere to all the guidelines in our camp manual. Every minute of our weeks are planned with fun activities, and all staff are expected to adhere to those schedules. To ensure that we keep quality staff throughout the season all Activity Leaders are subject to weekly performance reviews. In the review process you will be evaluated on things such as: punctuality, enthusiasm, supervision, communication, participation, following policies and procedures. Please consider these details when applying for position at Griffith Park Boys Camp. Employment for the entire summer is not guaranteed. If we feel as though you are not meeting our expectations, or are not actively trying to improve as the summer goes on, you may be given a week or more off to ensure the quality of service is being upheld. Please consider these details when applying for a position at Griffith Park Boys Camp.

Camp Director's Message

Griffith Park Boys Camp has been offering quality programs since 1926. Our most popular program is our overnight summer camp for boys. We also offer parent/child weekends, boys break weekends and special events. Each spring we hire 15-25 Resident Camp Counselors, in addition to support staff for the kitchen and ropes course to help run our programs.

Griffith Park Boys Camp is more than just a summer job. Every member of our staff is important to the success of our program. We are looking for individuals who have the ability to provide a fun, safe, friendly and encouraging environment to our campers.

We respect the unique skills and experience each staff member brings to camp and welcome new ideas to enhance our traditions. Director and Leadership Staff work closely with Activity Leader to ensure they will have a positive and meaningful summer with support and guidance they need.

Serving as an Activity Leader can be a very challenging but rewarding experience for both the counselors and campers. You will come away from camp having had a variety of experiences, memories and friendships that you will cherish for many years to come.

Thank you again for your interest in Griffith Park Boys Camp. We look forward to receiving your application.

Sincerely,
Sherri "Elmo" Lindsay
Camp Director

Griffith Park Boys Camp Summer Activity Leader

Activity Leader Purpose: An Activity Leader's purpose is to help create community, help campers build relationships, to be a role model, help campers build self-reliance and provide campers the opportunities to learn and master new skills.

Being an Activity Leader means putting campers need ahead of your own, being organized, on time and reliable with planning and leading activities, following safety procedures, providing an emotionally and physically safe cabin environment so campers feel they are taken care of and are at their home away from home and giving camper the attention they need to grow. Activity Leaders majority of your job will be working on and running the high ropes course, climbing wall, leap of faith and team building but will also include leading games and assisting many different activities when needed.

Qualifications

- At least 18 years of age
- High School Diploma or equivalent and preferably one year of college
- Some paid or volunteer experience working is desired but not mandatory
- Ability to identify and put campers needs first
- Ability to work as part of a team
- Present a neat and professional appearance
- Ability to lift 50 pounds and to teach a variety of activities
- Have an enthusiastic and positive outlook
- Ability to accept supervision and guidance
- Good character, integrity, sound judgment and adaptability
- Desire and ability to live and work in a community environment
- Have a strong desire to make a positive difference in a child's life
- Develop fun and positive relationships with camper and co-workers
- Ability to communicate and work with a variety of ages and skill levels
- Ability to work at heights up to 50 feet (in our ropes course and on climbing walls) for extended periods of time
- Ability to supervise children in an all day and overnight environment
- Ability to speak and perform in front of large groups
- Excellent communication skills
- Ability to be patient, sensitive, understanding and nurturing
- Good judgment and decision-making skills
- Sense of humor, patience, and self-control.
- Unlimited potential for acting silly and creating a fun and safe environment.
- Possess critical thinking skills and techniques to be applied in situations that may arise with campers
- In accordance with the City's Ordinance 187134, all future City employees must be fully vaccinated against COVID-19

General Responsibilities

- To supervise children thorough activities
- Responsible for the general well-being of campers
- To carry out camp program; plan and lead a variety of activities
- To have fun, learn new skills, and grow as a person – alongside your camper
- To follow camp policies and procedures
- Provide a safe, friendly, encouraging environment to campers and co-workers
- Ensure the health, safety and well-being of all campers
- Work on/run high ropes course, giants ladder, leap of faith, low ropes course and climbing wall
- Camp runs from June 10-August 9, 2024. Dates may vary depending on COVID-19 protocols.

Job Description:

Knowledge, Skills and Abilities

- Ability to ensure the health, safety and well-being of all campers in your group
- Ability to relate to campers of different age groups in a positive manner
- Ability to create, plan and lead a variety of activities
- Ability to relate to and work with peers in a positive manner
- Ability to take direction from supervisors
- Ability to communicate appropriately and professionally with campers, co-workers and supervisors.
- Ability to be punctual to camp and all activities
- Ability to follow all camp policies, procedures and rules
- Current basic CPR, First Aid and AED (we provide training or you may go on your own)
- Ability to recognize and report to emotional, physical and personal needs of campers
- Ability to make appropriate decisions based on the training received when it comes to campers, parents and staff
- Ability to pass the certification training to run the climbing wall and high ropes course after the training.

Relationships:

The success of our camp program is dependent on the relationships staff build with campers, parents and other staff members. It is expected that Activity Leaders, when interacting with others, are respectful, friendly and inviting. It is important to help campers, parents and staff feel at ease using the climbing wall and high ropes course.

Physical Requirements of the Job:

- Physical endurance to walk/hike long distances
- Physical ability to participate in activities (some requiring prolonged standing, sitting and bending)
- Physical ability to participate in activities with campers such as swimming, running, climbing and playing games.
- Ability to lift 50 pounds
- Ability to work up to 50 feet in the air for extended periods of times
- Comfort with exposure to animals which may include dogs, coyotes, mountain lions, bobcats, snakes, rabbits, squirrels, insects and spiders.
- In the presence of campers, ability and willingness to eat food provided by the camp kitchen. Special diets can be accommodated with prior notice of at least 2 weeks.

Griffith Park Boys Camp

Our Ideal Candidate

We are looking for people to have a sincere desire to work and live with children, people who are ready to work an irregular schedule, people who are caring, nurturing and patient, people who are capable of leading activities, living in a group setting and people who are truly kids a heart. Our ideal candidate will understand the importance of building relationship, having an outstanding worth ethic and believe it's their job to make a positive difference in a child's life.

Hiring Process

1. Submit an completed job application and references to the Program Director at:

Mail: Griffith Park Boys Camp, 4730 Crystal Springs Drive, Los Angeles, CA 90027

Email: gp.boyscamp@lacity.org

2. If your application is selected, you will be contacted for an in-person interview. The interview process could include up to three (3) interviews. An interview does not guarantee a position.
3. There is a limited number of positions, apply early.
4. Applications will be accepted January 1, 2024-April 26, 2024.
5. If you are selected to be an Activity Leader you must fill out an official City of Los Angeles hiring packet, get a TB test and be fingerprint at an official City of Los Angeles fingerprinting facility.
6. Once selected you will need to be certified in infant, child and adult CPR, First Aid an AED by the American Heart Association. Classes must be completed in 2024. (We provide training.)

Training

Our mandatory in-service training will take place in June 10-14, 2024. During training you will be spending the night at camp. The high ropes course and Climbing Wall training will be in May.

Salary

Salary beings at \$20.00 an hour; hours vary weekly (usually 15-30 hours/week) depending on program needs. Meals and snacks provided while on duty.

Activity Leader Application

Personal Information

Name: _____

Permanent Address: _____ City _____ State _____ Zip _____

Cell Phone (____) _____ Home Phone (____) _____

E-mail _____

Summer Dates Available _____ To _____

Camp Experience

Have you ever been:	Number of years:	Overnight or day camp:	At what camp:
A Camper			
A Camp Counselor			

Education

Years	School	Major	Degree Granted

Employee Experience

Employer: _____ Position _____

Supervisor Name: _____ Phone # (____) _____

Dates Worked: _____ Can we contact? _____ Reason for leaving _____

Job Description: _____

Employer: _____ Position _____

Supervisor Name: _____ Phone # (____) _____

Dates Worked: _____ Can we contact? _____ Reason for leaving _____

Job Description: _____

References Give names and addresses of three persons [not relatives] having knowledge of your character, experience, work habits, and ability.

Name	Phone Number	Email Address

For the following questions, please put some thought into them before answering. These questions will help us get to know you. The more you tell us, the better.

Has anyone at Griffith Park Boys Camp recommended you? If so, whom? How do you know him/her?

How did you hear about the position?

Why do you want to be an Activity Leader at Griffith Park Boys Camp?

Write a brief biographical sketch, including specialized training in camping, and experience or training in other fields which might have a bearing on the position(s) for which you are applying. Attach a separate sheet if necessary.

How can you contribute to the program at Griffith Park Boys Camp?

Please list your participation in clubs or groups:

What contributions do you think a well-run camp can make to children?

What do you expect or hope to gain from the Activity Leader experience?

Camp Program Skills

Please read and evaluate your experience in the following categories according to the scale below

1 = "I have done it."

2 = "I have done it, I can try to lead it."

3 = "I have done it, I have led it, I am ready to go"

Arts & Crafts

- _____ Leathercraft
- _____ Woodworking
- _____ Camp Crafts
- _____ Painting
- _____ Drawing
- _____ Animation
- _____ Lanyards
- _____ Paracord Craft
- _____ Tie Dye
- _____ Other _____

Theater/Drama/Music

- _____ Improv
- _____ Acting
- _____ Play Writing
- _____ Singing
- _____ Guitar
- _____ Karaoke

Adventure/Challenge

- _____ Challenge/Ropes Course
- _____ Climbing/Rappelling
- _____ Team Building

Sports/Fitness

- _____ Basketball
- _____ Volleyball
- _____ Soccer
- _____ Baseball/Softball
- _____ Hockey
- _____ Archery
- _____ Gymnastics
- _____ Water Aerobics
- _____ Synchronized Swimming
- _____ Game Leading
- _____ Karate/Martial Arts
- _____ Kickboxing

Dance/Exercise

- _____ Jazz
- _____ Ballet
- _____ Hip Hop
- _____ Yoga
- _____ Hula Hooping
- _____ Zumba
- _____ Ling Dancing
- _____ Swing Dancing

Nature

- _____ Hiking
- _____ Environmental Awareness
- _____ Geo Caching
- _____ Science
- _____ Astronomy
- _____ Biology
- _____ Outdoor Cooking
- _____ Orienteering
- _____ Fishing
- _____ Outdoor Living Skills

Misc.

- _____ Newspaper Production
- _____ Poetry
- _____ Puppetry
- _____ Baking/Cooking
- _____ Gardening
- _____ Creative Writing
- _____ Sign Language
- _____ Fashion Design
- _____ Story Telling
- _____ DJ/Emcee/loves to be in front of a group
- _____ Other _____

Harassment The camp's policy is to prohibit all forms of harassment by our employees. This includes sexual, racial, religious, physical, hazing and other forms of harassment. Have you ever been accused of harassment of any person including, but not limited to, workplace harassment? (Note: a prior accusation is not an automatic bar to employment. The type of accusation and when it occurred will be evaluated by the camp before any decision is made.) Yes No

I authorize investigation of all statements herein, including any checks of criminal records, and release the camp and all others from liability in connection with same. I understand that, if employed, I will be an at-will employee unless there is an agreement or law which alters that status. Furthermore, I understand that any agreement must be in writing and signed by the designated camp official. I also understand that misrepresentations or falsifications herein or in other documents completed or submitted by the applicant will result in dismissal, regardless of the date of discovery by the camp.

Signature _____

Date _____

Submit applications to: Griffith Park Boys Camp
4730 Crystal Springs Drive
Los Angeles, CA 90027
or email to: gp.boyscamp@lacity.org

This is an application. It does not guarantee a position as an Activity Leader.