

Dear Prospective Summer Staff:

We are pleased that you are considering summer employment at Camp Dixie. Before you apply to be a counselor at Camp Dixie, we want you to think about the reason for which you are applying for the job. Please carefully read all the information regarding camp programs, philosophy and daily schedules.

Are you enthusiastic, motivated, hard working and responsible? Do you love working with children and helping them to become well-rounded individuals? Do you have good leadership skills, self-confidence and the ability to work in a team? Are you looking for a new and amazing experiences?

Camp Dixie offers 9 weeks of camp with one being staff training. The age range of our campers is from 6 to 15 years and we have 4 to 6 campers in a cabin. Staff must be prepared to work and live in a setting with children. We offer 8 themed weeks with each week being different than the previous week.

Summer camp staff training will start Sunday, May 26, 2019, 2:00 pm through Saturday, June 1, 2019, 4:00 pm. Everyone must attend summer camp staff training week. Summer camp officially begins Sunday, June 2, 2019 and ends Sunday, July 28, 2019.

Please remember that we only seek candidates ready to commit to working with youth and being positive role models. We look for creative, enthusiastic and hardworking individuals who appreciate outdoors and support the ideas of camping.

The staff application process is as follows:

1. **Learn about Camp Dixie** – principles, camp programs, philosophy and daily schedules.
2. **Learn about the Job** – positions available, responsibilities, experience, qualifications, salary.
3. **Apply** - Please take time to complete the application. It is very important to answer all the questions thoroughly as we take hiring very seriously and this is the first piece of information we receive from you.
4. **Submit References** - Your application is not complete without references. Staff applicants must arrange for at least three Camp Dixie reference forms to be completed and returned to us on your behalf and must also fill out and return the background check authorization form to the Camp Dixie. Make sure your references are not family-related or friends for they will not be honored. When we receive your reference forms and your complete application, we will contact your references.
5. **Submit background check forms** - Upon receiving and reviewing all the necessary information we will contact you to discuss the application and set up time for an interview. All counselors must also submit a disclosure form (sent to you after your application has been accepted). This form asks more thorough questions about possible involvement in abuse to minors. Final hiring will depend on a satisfactory response to this form, and a clear background check. Interviews will take place either in person or by phone. Once we are prepared to move forward we will contact you via email with background check form procedures and documentation.

Applications are open until all positions are filled and we will start confirming applicants have a job by mid to late April.

Should you have any questions, please contact the Director, Rhonda Conrad at 678-701-3052 or by email [info@campdixie.org](mailto:info@campdixie.org).

Following the Gleam,  
Rhonda Conrad, Director  
Camp Dixie, LLC