



The Castle

418 Fourth Street
Marietta, Ohio 45750
Phone: 740.373.4180
MariettaCastle.org

First Time
History Camp Counselor
APPLICATION

History Camp July 7 – 11, 2025

This application is for **first-time counselors** who want to be **Junior Counselors**. (A separate application is available for returning counselors.) **APPLICATIONS DUE BY FRIDAY, MAY 23, 2025**

First Name Middle Last

Address (Street, City, State, Zip)

Home Phone Other/Cell

Email Date of Birth (month/day/year)

School Grade Entering in Fall 2025

What is the best way to contact you? Home Phone Other/Cell Phone Email

Parent/Guardian Contact Info:

Name Relationship

Primary Phone Number Email

Please list the two references who received your Recommendation for Counselor forms:

Name Relationship

Email Phone

Name Relationship

Email Phone

The selection of Junior Counselors is based upon the following experience:

- Grade Level: 7th or higher.
- Counselor Experience: No experience necessary.
- Camper Experience: At least 2 years as a camper.
- Other: Experience working with children, leadership, responsibility, etc.

Number of years as a camper: _____

Have you had any experience working with groups of youngsters before? No Yes (If yes, please describe.)

Why are you interested in being a counselor? State at least three reasons.

1. _____

2. _____

3. _____

List 3 of your strongest qualities and why it makes you a good counselor candidate.

1. _____

2. _____

3. _____

List the extracurricular activities in which you have been involved.

Job Description: Junior Counselor - The Castle's History Camp

The responsibilities of a Junior Counselor at History Camp are focused on assisting senior staff and ensuring a positive experience for campers. Here's an overview of the typical duties:

Support and Assistance

- Assist Senior Counselors: Help senior counselors with managing your group of campers throughout the day.
- Supervise Campers: Monitor and supervise campers during activities, breaks, and free time to ensure their safety and well-being. While your focus will be on your assigned group of campers, you will hold a supervisory role over all campers. Ensure the safety and well-being of campers at all times.
- Mentorship: Act as a mentor and role model for both campers and fellow counselors, promoting positive behavior and enthusiasm for history.

Activity Facilitation

- Facilitate Activities: With the assistance and guidance of senior counselors assist campers to stay interested and engaged throughout each activity.
- Engagement: Encourage camper participation and enthusiasm in all activities, fostering a love of history.

Camper Interaction

- Role Model: Serve as a positive role model, demonstrating respect, responsibility, and enthusiasm.
- Support and Guidance: Provide support and guidance to campers, helping them with any issues or concerns they may have.

Safety and Welfare

- Monitor Safety: Ensure that all campers follow safety guidelines and protocols.
- Emergencies: Alert senior staff in case of emergencies or health issues.

Communication

- Daily Updates: Communicate any camper concerns, issues, or notable behaviors to senior counselors or camp management.
- Parent Interaction: Occasionally interact with parents during drop-off and pick-up times, providing them with brief updates as needed.

Administrative Tasks

- Record-Keeping: Help with providing feedback on camper attendance, activity participation, and any incidents.
- Material Preparation: Assist in preparing materials and setting up for breaks and activities.

Professional Development

- Training Participation: Attend all required training sessions and meetings.
- Learning and Growth: Seek opportunities for personal and professional growth, learning from senior counselors and camp directors.

Miscellaneous

- Adaptability: Be prepared to take on additional tasks or responsibilities as directed by senior counselors or camp management.
- Collaboration: Work effectively as part of a team, cooperating with other counselors to ensure a smooth camp experience.

Preferred Experience for Junior Counselors:

- Grade Level: 7th or higher.
- Counselor Experience: No experience necessary.
- Camper Experience: At least 2 years as a camper.
- Other: Experience working with children, leadership, responsibility, etc.

These responsibilities ensure that Junior History Camp Counselors contribute to a safe, educational, and enjoyable environment for campers, supporting the overall mission of the camp and learning valuable skills in the process.

Responsibilities and Expectations of Counselors

If I am selected to be a counselor for History camp, I will be expected to:

1. Attend a counselor training workshop prior to camp.
2. Serve as an example and leader for all campers.
3. Create an inclusive and enjoyable experience for campers, presenters, and staff.
4. Be enthusiastic, happy, and enjoyable around the campers and adults.
5. Stay in control of my assigned group and stay with them.
6. Be quiet when appropriate and help keep campers quiet.
7. Help staff and other adults where needed.
8. See that all trash is put in trash cans.
9. Help with activities such as signing campers in and out, lunchtime, and end-of-the-day clean up.
10. Keep campers interested in the activities.
11. Report any misbehaviors, accidents, or illnesses to an adult staff person.
12. Encourage use of manners.
13. Set a good example by not using profanity.
14. Teach campers to respect one another.
15. Discourage rough play including running, screaming, and climbing on things when outside.
16. Avoid piggy-back rides, rough housing, or lap sitting. Counselors should never be alone with a camper.
17. Not use your cellphone during the hours of camp.
18. Be flexible -- plans do change.
19. Follow direction from the camp director and other camp leadership.
20. Work cooperatively with your fellow counselors.
21. Be Kind.

By signing below, I acknowledge that I have read and agree to abide by the above responsibilities and expectations if selected as a counselor.

Signature of Potential Counselor

Date

Signature of Parent/Guardian

Date

Instructions for filling out this application:

1. Complete the above form.
2. Distribute the “Recommendation for Counselor” forms to two adults who can provide you with a credible evaluation. This could be a teacher, coach, principal, employer, youth group leader, etc. Do not submit recommendations from family members or friends.
3. Submit the above form on or before the deadline.
4. Be sure that the two individuals providing you a recommendation submit their forms on or before this deadline.

Have questions? Call 740-373-4180 and ask to speak to our Education Director.

Return on or before Friday, May 23, 2025 to: The Castle, 418 Fourth Street, Marietta, OH 45750

You can also email this form to education@mariettacastle.org

Following application submission:

A representative of The Castle will call the phone number provided between June 2 – 13 to inform you of the status of your application.

Following acceptance as a counselor...

- You will be sent emergency medical, photo release, and field trip permission forms to complete.
- You will be required to attend an in-person counselor orientation. This orientation is slated for Thursday, June 26 & Friday June 27 10am – 12pm. While we may be able to offer a make-up date the following week, we would encourage you to pencil these dates into your calendar.

If you are not accepted as a counselor...

- There may be opportunities to assist as a camp helper. This role could provide you with experience toward becoming a counselor next year. We will be happy to discuss this with you during our phone call.

Recommendation for Counselor

_____ (Potential Counselor's Name) is interested in being a counselor at History Camp at The Castle this summer. The staff would like your input about their qualities, which are needed to fulfill the responsibilities of a counselor.

Please return this form to The Castle on or before Friday, May 23, 2025. Thank you.

How long have you known this individual? _____

Do you recommend this person to be a counselor responsible for counseling youth in grades 3-6? Yes No

Please evaluate this individual's skills and abilities to be a counselor using the following statements:

Statement	Strongly Agree	Agree	Mildly Agree	Mildly Disagree	Strongly Disagree	Cannot Evaluate
Demonstrates maturity and responsibility.						
Displays positive attitude and is enthusiastic.						
Demonstrates good decision-making and leadership skills.						
Willing to work as a team member.						
Willing to learn new things and contribute ideas.						
Eager to accept new responsibilities and follow through.						
Has experience working with children in a group setting.						

Additional Comments _____

Signature _____

Printed Name _____

Date _____

Phone _____

Email _____

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