



Job Announcement

Camp Counselor

Bring your fun & creative self to the Workhouse summer camp team!

Background

The Workhouse Arts Foundation, Inc. (WAF) is a non-profit 501(c)3 corporation with a mission to operate the Workhouse Arts Center (WAC) (opened in 2008) with programs in the visual arts, performing arts, arts education, and history through the repurposing of the former Workhouse correctional facility. The WAF helps to grow and support a vibrant arts center that offers engaging opportunities and inspiring experiences in visual and performing arts, education classes, historical perspective, community engagement, and personal enrichment. With an annual operating budget of \$3.6M, WAC is a recognized innovative collaborative grounded in the core values of a commitment to high-quality arts and education, fiscal responsibility, exemplary governance, and community engagement. The WAC's unique campus is located in Fairfax County adjacent to the Rt 123 Occoquan River Bridge.

Job Summary

Workhouse Camp Counselors are fun-loving, patient, and genuinely concerned for the development and welfare of the youth in their care. We are looking for Camp Counselors who are passionate about Visual or Theater arts and who can use their creative thinking to keep students engaged, facilitate friendships and respect among the campers, and encourage an environment where creativity can flourish. Camp Counselors act as Teaching Assistants as needed and work directly with the students to facilitate activities, snack time, clean up, etc. Counselors may work with different age groups in elementary, middle, and high school. Counselors are expected to be on site from 8:30am-4:30pm for their assigned session dates.

Qualifications, Experience, and Education Requirements

- Counselors must be 17 years or older. College-age students that have a background/experience in visual arts or are studying art-related majors are encouraged to apply.
- Access to reliable transportation and commitment to arrive on time or early each day.
- Must be American Red Cross certified, or CPR/First Aid trained (on-line course is acceptable) by the first day of camp.
- Must pass a criminal background check.



- Must be able to attend one-day pre-camp training (offered on two separate dates) and work at least four one-week sessions of camp.

Compensation

\$13-15 per hour, with end-of-season bonus to counselors who work 6 - 8 week sessions.

Work Period/Hours

- Work period (start date negotiable): Saturday, June 15 – Friday, August 9, 2024
- Hours: 8:30 am – 4:30 pm when camp is in session

To Apply

Submit Application for Employment (attached below), resume and cover letter to Registrar@WorkhouseArts.org

Best consideration goes to applications received by Monday, May 20, 2024

Status: Part-time, at will, seasonal position

Reports to: Camp Director

Compensation/Benefits: \$13-\$15 per hour, with end of season bonus for completion of 6-8 committed weeks.

Schedule: 40 + hours per weekly session, June 15 – August 9

Location: On-site, 9526 Workhouse Way, Lorton

Applications and Inquiries: Please submit the application for employment, a cover letter and resume electronically with “Camp Counselor” in the subject line.

Direct your submission to: Registrar@workhousearts.org

Workhouse DEI Statement: *The Workhouse is committed to attracting and retaining a diverse staff that honors their experiences, perspectives, and unique identity. We strive to create and maintain working and learning environments that are inclusive, equitable and welcoming.*

Workhouse EEO Statement: *The Workhouse is committed to providing equal employment opportunities to all employees and applicants for employment. Workhouse provides employment opportunities without regard to race, color, religion, creed, ethnicity, sex, pregnancy, national origin or ancestry, age, physical or mental disability, citizenship status, marital status, sexual orientation, gender identity, family responsibility, genetic status or information, military or veteran*



status or in any status protected by federal, state, or local law. This policy applies to all terms and conditions of employment, including, but not limited to, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training. Workhouse will not tolerate unlawful discrimination, harassment, or retaliation under any circumstances.

Workhouse Health and Safety Policy: *The Workhouse is committed to providing a healthy and safe environment for our staff, artists, contractors, volunteers, students, and guests.*



WORKHOUSE ARTS CENTER

A PROJECT OF THE WORKHOUSE ARTS FOUNDATION

SUMMER ARTS + THEATER CAMP APPLICATION FOR EMPLOYMENT

Please answer all questions as fully as possible.

We are an equal opportunity employer. Applications are considered for positions without regard to race, religion, sex, national origin, age, disability, or any other consideration made unlawful by applicable federal, state, or local laws.

Name:	_____	Position Applied For:	_____
Email:	_____	Phone Number:	_____
Current Address:	_____	Permanent Address:	_____
	_____		_____
	_____		_____

IF YOU ARE APPLYING FOR THE POSITION OF CAMP COUNSELOR: We have eight one-week camp sessions, starting June 17 and ending August 9. We require a minimum two-week commitment and will give preference to applicants available for longer sessions; unfortunately, we cannot accommodate requests to work less than a full, Monday-Friday session.

Please check the boxes next to the weeks you are available to work:

- June 17-21
- June 24-28
- July 1-5
- July 8-12
- July 15-19
- July 22-26
- July 29-August 2
- August 5-9

Are you American Red Cross Certified or CPR/First Aid Trained: YES NO

If NO, are you planning to be American Red Cross Certified or CPR/First Aid Trained?: YES NO

Have you previously applied for employment with the Workhouse? : YES NO

If YES, when and for what position did you apply? _____

NOTE: If you have a resume that covers any of the questions asked on the following page, you may attach it to this application and write in "See Resume" in those spaces. Please complete any information below that is *not* included on your resume.

EDUCATION

Please list your education history (include honors and awards in 'Degree/Major').

Education	School Name and Location (City and State)	Completed?	# Of years completed	Degree/ Major
High School				
College				
Bus./Tech./Trade or post College				

REFERENCES

Please list the names of at least two work-related references we may contact. Individuals with no prior work experience may list school or volunteer related references.

Name	Occupation	Company	Relationship	Contact Number

Please explain why you feel you are a good fit for this position, your background in the arts, and experience with children.

I understand that neither this application nor any communication by a management representative is intended to create or does create a contract of employment, offer, or promise of employment for a definite term. I acknowledge that if hired by the company, employment is on an at-will basis in accordance with state law. This means the company is free to terminate my employment at any time, with or without cause or advance notice, in accordance with state law, and acceptance

of employment is not a contract of employment for any specified time, similarly, I am free to terminate my employment with the company at any time for any reason. This at-will provision may be modified or waived only in a written agreement signed by an authorized representative of the company and me. I agree to conform to the rules and regulations of the workhouse and I understand that the Workhouse has complete discretion to modify such rules and regulations at any time except that it will not modify its policy of employment at-will or its arbitration policy, if any.

... Finished?

Please double-check your application before submitting, and then email your completed application to registrar@workhousearts.org. You may also submit supporting materials, such as a resume or digital portfolio.