

Town of Scituate

RECREATION COMMISSION
FRIENDS OF SCITUATE RECREATION, INC.

600 CHIEF JUSTICE CUSHING HWY.
SCITUATE, MASSACHUSETTS 02066
TEL: (781) 545-8738
FAX: (781) 545-6990



Scituate Recreation Department Volunteer Application 2013

Today's Date: _____

Name: _____

Volunteer Request: _____

Permanent Address: _____

Home Phone Number: _____ Cell Phone Number: _____

Email Address: _____

Date of Birth: _____ / _____ / _____ Age as of June 1, 2013: _____

T-Shirt Size (please circle): Small Medium Large X-large

Education Qualifications:

School: _____

Grade (2012-2013): _____

Recreation Experience (please be specific):

Certifications/Awards/Hobbies/Sports (Interests):

References, please fill out separate sheets and turn in with application.

Date available to start: _____

If you are volunteering for **Community Service Hours: IT IS YOUR RESPONSIBILITY TO GET THE APPROPRIATE PAPER WORK FROM GUIDANCE AND HAVE YOUR PROGRAM DIRECTOR & RECREATION DEPARTMENT SIGN OFF ON IT.*

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Please take a moment to share with the Recreation the following:

Why do you want to volunteer with us?

Which programs are you interested in volunteering for and why?

What qualities do you have that you feel will be an asset to the Recreation Department?

Any additional comments:

*****To volunteer for Scituate Recreation, you must be entering your freshman year of High School*****



CHAPTER 6 §172H CORI REQUEST FORM- VOLUNTEERS

SCIRD
172HG

PLEASE ATTACH A PHOTO I.D.

Town of Scituate Recreation Department is requesting all the available criminal offender record information (CORI) on the following individual from the Criminal History Systems Board pursuant to Chapter 6 §172H which mandates organizations primarily engaged in providing activities or programs to children 19 years of age or less that accepts volunteers, to obtain all CORI regarding volunteers prior to accepting any person as a volunteer.

APPLICANT/VOLUNTEER INFORMATION (PLEASE PRINT)

LAST NAME FIRST NAME MIDDLE NAME

MAIDEN NAME OR ALIAS (IF APPLICABLE) PLACE OF BIRTH

DATE OF BIRTH SOCIAL SECURITY NUMBER Identity Theft Index PIN *
(Last 6 numbers required) (if applicable)

CURRENT ADDRESS:

FORMER ADDRESS:

SEX: HEIGHT: ft. in. WEIGHT: EYE COLOR:

STATE DRIVER'S LICENSE NUMBER:

*** THE ABOVE INFORMATION WAS VERIFIED BY REVIEWING THE FOLLOWING FORM OF GOVERNMENT ISSUED PHOTOGRAPHIC IDENTIFICATION:

REQUESTED BY:

SIGNATURE OF CORI AUTHORIZED EMPLOYEE

- The CHSB identity Theft Index PIN Number is to be completed by those applicants that have been issued an Identity Theft Index PIN Number by the CHSB. Certified agencies are required to provide all applicants the opportunity to include this information to ensure the accuracy of the CORI request process. All CORI request forms that include this field are required to be submitted to the CHSB via mail or by fax to 617-660-4614.

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Please proceed to the next page.

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Dear Prospective Volunteer:

There are three steps to the volunteer application process.

Step One:

To review the information sheets attached.

One sheet is headed "*CIT Program*" and the other sheet is headed "*Volunteer Opportunities*". It is your responsibility to read both sheets. You must determine which program fits your interest. Think about what you enjoy doing and think about how many hours you would like to commit to this summer. There are two options to consider when applying volunteering at Scituate Recreation. The first option is to apply to *the CIT Program* or Counselor in Training Program. This program is a bit more intensive and requires not only a completed application but also a statement as to why you believe you would be an asset to the program. We will only accept a small amount of CIT's applicants per program. You could be required to commit to the entire program from June to August.

The second option is our *Volunteer Program*. As a volunteer you are able to pick from one/two week clinics throughout our summer. Make sure you are able to justify /support why you would be a good candidate for the specific requested volunteer program. (I.e.: I really enjoy playing soccer and have played since I was young or I have babysat and really enjoy assisting children).

Step Two:

Complete and return the following forms to the Recreation Department by April 1, 2012.

- *Volunteer Application (should be completed by applicant only)*
- *CORI Form*
- *Attach a copy of your student identification (picture ID) required.*

Step Three:

Mark your calendars to attend the mandatory CIT/Volunteer meeting in May in the *Multi Purpose Room at Scituate High School in the Multi Purpose Room*. Failure to attend the meeting will result in denial of your application.

As always, if you have any questions please do not hesitate to call me at 781- 545-8738 or email me at mglancy@town.scituate.ma.us Thank you for considering volunteering for Scituate Recreation.

Sincerely,

Maura Glancy, Recreation Department Assistant



C.I.T. Program

In the interest of continuing the excellence of staff members at the Scituate Recreation department, we are moving ahead our former volunteer program to a C.I.T. program. C.I.T. stands for *Counselors In Training*. Being a C.I.T. is a lot of fun; it requires a *strong work ethic* and *love of children* just as much. It's important that you are dependable. You will learn the necessary skills to not only become a good counselor, but to become a great one! This is an awesome opportunity for you to have fun, build strong relationships with children and staff members, and begin on the road to joining the staff at the Scituate Recreation department! If you become a CIT you will also be required to attend training, staff meetings and evaluated by the director of the program. **We are requesting a written request as to why you desire to become a CIT. The following programs will be fairly competitive to volunteer for.**

LITTLE PEOPLE SUMMER PROGRAM: Scituate Recreation Little People Room (our room is air conditioned) at Scituate High School. This program focuses on creative enrichment for the 3 to 5 year old toilet independent child. This is a drop-off program; parents do not stay with their child. Little People meets from 8:45 a.m. to 11:45 a.m. each morning and participants may chose from two 2-day programs, either Monday/Wednesday Tuesday/Thursday or a 4-day program. The daily schedule includes water fun, arts and crafts, story time, age appropriate games and a trip to the Sea Side Fun Playground. Low participant to counselor ratios ensure a pleasurable environment for each child. Popular children's entertainers such as Mama Steph, Big Joe the Storyteller, Double Dutch jump roping, and Dave the Magician to name a few examples. Each day is a different theme day; no two days are the same. There will be two 3- week sessions. Participants should bring a snack and water bottle. Fee includes t-shirt and all activities. Dates: TBD **FOUR CIT POSITIONS AVAILABLE**

MORNING ADVENTURE CLUB: Scituate Recreation Multi-Purpose Room (our room is air conditioned) in Scituate High School. This is a program for the Kindergartener through Third Grade child who is looking for a fun filled structured day. The program runs three mornings a week (Mon, Tues, and Wed., from 9 a.m. to noon). Regular program days are filled with music, games, dramatic play, arts and crafts. Also we will be joined weekly with special performers such as Steel Band, Mama Steph, Big Daddy Racing to name a few guests planned and lots of fun! Each day is a different theme day; no two days are the same. Dates: TBD **FOUR CIT POSITIONS AVAILABLE**

YOUNG PEOPLE DAY PROGRAM: Scituate Recreation Multi-Purpose Room (our room is air conditioned). This fun filled program is for children entering first grade through sixth grade. This program is different from Morning Adventure in a few aspects. It is a five full day program, two field trips a week and the participants have the option during regular days to move from independent stations such as arts & crafts to sports. The program meets Monday through Friday from 9:00 a.m. to 2:00 p.m. The program features a beach excursion each Wednesday to popular area beach such as Humarock. Regular Program days are filled with arts and crafts, games, nature, sports, music and plenty of outdoor play. Also, there will be weekly special performances; guests will include Master Magician, A Steel Band, Big Daddy Racing, are just a few of our special performers. Each day is a different theme day; no two days are the same. There will be two 3-week sessions. Participants should bring a snack, lunch and water bottle. Dates: TBD **FOUR CIT POSITIONS AVAILABLE**

ALL-STARS SUMMERCAMP: Scituate Recreation's Multi-Purpose Room (our room is air conditioned). Scituate Recreation and C.O.R.S.E. (Community of Resources for Special Education) are proud to announce their SUMMER CAMP. A structured professionally supervised setting to create an environment where children will have a fun, successful experience while participating in a variety of sports, gym activities, arts & crafts, water - play, story time, etc.... Also, we will be joined weekly with special guests such as Rain Forest Reptile Man, Mama Steph and Big Joe the Storyteller. These are just a few of our special performers. Each day has a different theme; no two days are the same and Fridays will be our field trip day! This program is geared toward any child who would enjoy a positive, more relaxed, camp experience as well as providing facilitative assistance for children identified with learning disabilities or special needs such as autism, Down syndrome, Asperger's, ADHD or anxiety. All children will benefit from a non-competitive environment, in which they are provided with instruction, skill practice and promoted to use good teambuilding and sportsmanship. Activities are broken down and basic skills and rules are taught to the participants. The kids can pursue the activities at their own pace. The main emphasis of the camp is for children of all abilities to have an enjoyable summer "recreation" experience. Participants should bring a snack and water bottle (Monday through Thursday) and Fridays they should bring a snack, lunch and extra drinks. Fee includes t-shirt and



all activities. Instructor/Coach: Mike Connor assisted by a wonderful team of instructors/coaches. The program runs for 1 week for the first through eighth grader. Dates: TBD **FOUR CIT POSITIONS AVAILABLE**

SAILING PROGRAM

Classes meet at the Mass Humane Boat House on Edward Foster Road located in the Marine Park. Participants must be able to swim 100 yards in a safe and competent manner. All participants are expected to wear sneakers & Flotation Devices (C.G. approved life jacket). *Classes run Monday through Thursdays (we will have one indoor rainy-day class; if it rains for more than one day we will hold a makeup class on Friday...call the Recreation Department for more information on rainy days. Due to the high demand of this program we are limiting this to one session week per child. Should you be interested in taking additional weeks we will be accepting a waiting list on a first come first serve basis.* The season start and end dates TBD. **Our Goal:** to provide as many children the opportunity to experience the joy of sailing. The person interested in being a sailing CIT should have past experience in the field of sailing before applying for the position. **TWO CIT POSITIONS AVAILABLE**

Volunteer Opportunities

BASEBALL CLINIC: Dates: TBD, Location SHS Baseball Field

Our baseball programs are tailored to the beginner and intermediate players in Grades 2-6. It is our continued commitment to teach players the skills required to participate in youth baseball. Recognizing the importance of safety we will be using safety bats and balls to be successful in keeping with the spirit and pace of the game. Kevin Greer and a team of assistants will run the clinic. Participants should bring a snack, lunch, sunscreen and water bottle. **TWO VOLUNTEER OPENINGS**

CO-ED SOCCER CLINIC: Dates: TBD at SHS Soccer Field and Small Gym. This one week instructional soccer clinic will be held for children in grades k-2 from 8:00 a.m. to 10:30 a.m. or Grades 3-5 from 11:00 a.m. to 2:00 p.m. Participants will be taught the fundamentals of soccer including: dribbling, heading, kicking, passing, trapping, goal tending, and basic soccer rules. Debbie Beal and a team of assistants will run the clinics. Participants should bring a snack, lunch, sunscreen and water bottle. **TWO VOLUNTEER OPENINGS**

CO-ED BASKETBALL CLINIC:

Grades 3 & 4 Dates: TBD **TWO VOLUNTEER OPENINGS**

Grades 5 & 6 Dates: TBD **TWO VOLUNTEER OPENINGS**

Grades 7 & 8 Dates: TBD **TWO VOLUNTEER OPENINGS**

This will be the ninth year that this instructional clinic will be offered to both boys and girls. This clinic is for any player who wants to learn, practice and improve all aspects of their game. Basic individual offensive and defense skills will be taught. Players will be placed on teams and will compete against players of similar ability. All participants are expected to understand that this week is a challenging week intended to teach all facets of the great game of basketball. Bring your lunch and good attitude. Coach Matt Poirier and the best collection of basketball coaches on the South Shore and great guest speakers every day. SHS Large Gym

DANCE FOR FUN CLINIC: Dates: TBD

This clinic is offered to boys & girls, ages 6 & up Four-day clinic of fun learning tumbling stunts, jazz dance, isolation movements, combination of jazz, ballet, tap & acrobatic techniques many of favorite youth dances, such as: Macarena, electric slide, hip-hop movements, freeze dance & many more. Also, we will play games such as musical chairs, lip sync, etc. Guaranteed: anyone who enrolls in this musically involved program will be the teacher in their neighborhood of dance steps & body movements for the rest of the summer. There will be a fun show at the end of the week for parents to attend. Teacher/Dancer: Tracey O'Brien, certified. Participants should bring a snack, lunch and water bottle. Participants can wear leotards or bathing suits. **TWO VOLUNTEER OPENINGS**

SUMMER KRAFT TIME: Dates: TBD at SHS Teachers' Lounge in the large cafeteria

Join us for a fun and stimulating arts and crafts program for children registered for Kindergarten through Fifth Grade. Each day of the one-week workshop will focus on a different theme. Students will be encouraged to create a variety of "hands on" craft items. In addition, painting, drawing, and other art activities will be offered. **TWO VOLUNTEER OPENINGS**

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JUNIOR GOLF INTRODUCTORY DEVELOPMENT PROGRAM:

First Session and Second Session dates TBD at Widows Walk Golf Course.

Program content: An introduction to golf with a focus on rules and etiquette. Basic instruction for putting, chipping, pitching, and the full swing. A skills competition will complete the session. Program mission: To provide exposure to the game of golf, age appropriate skills development, rules and etiquette instruction and to reward accomplishment and participation in an enjoyable atmosphere. The development of enthusiasm and love for golf is the benchmark to judge the success of the program.

TWO VOLUNTEER OPENINGS

SCITUATE PLAYHOUSE: Dates: TBD, Location: Scituate High School Auditorium

An exciting theatrical program for kids! Instructor, Kathy Boluch. Kathy is a Massachusetts-registered art teacher and enthusiastic leader. She is ready to help children build self-confidence onstage, stage presence, simple dancing, singing and learning the components of producing a play. This course is for children in grades 3 – 6. Participants will be putting on a final performance.

TWO VOLUNTEER OPENINGS

REFERENCE SHEET

PLEASE DO NOT USE FRIENDS OR RELATIVES AS REFERENCES

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_____ has applied to Scituate Recreation to become a counselor. It is mandatory that all applicants submit (3) references.

Would you please indicate below how you evaluate this applicant in each of the categories.

Category	Excellent	Very Good	Average	Fair	Poor
Promptness					
Initiative					
Emotional Maturity					
Verbal Communication Skills					
Demeanor/Disposition					
Ability to Work Independently					
Ability to Understand & Adhere to Organizational Structure, Policies, & Procedures					
Ability to Work with Children					
Ability to Fulfill Commitments/Responsibilities					
Ability to Manage Stressful Situations					
Ability to Follow Instructions					
Ability to Accept Correction/Criticism					
Ability to Work in Team					
Task Performance					

If you had (or do have) a child, would you place him/her in care of this individual?

YES NO

If you explained NO to the above question, please explain below in detail.

Additional Comments: *(Please Print)*

Please Print Name and Title

Relationship to Counselor Applicant

Company/Organization: _____

Address: _____ **Email:** _____

Phone Number & Best Time of Day to Be Reached: _____

Signature

Date



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