

If you are applying for the same site you worked at last summer, please fill out this application and return to your community center or supervisor.

If you wish to apply for a new site or program, please fill out the application for new staff. You can find the new staff application at [portlandoregon.gov/parks/38305](http://portlandoregon.gov/parks/38305) or email us at [ParksRecreationHiring@PortlandOregon.gov](mailto:ParksRecreationHiring@PortlandOregon.gov).

Applicants must be available for the entire season (June 13 - August 31) and attend required staff trainings occurring between June 3, and June 12. Some positions may require a valid Oregon State Food Handler's Permit if assigned to a site with a federal free lunch program.

Summer staff positions organize, plan and lead a variety of camp activities including art, craft, music, performance, science, games, nature and sports in addition to supporting the physical, social and cognitive development of preschool and school-aged participants. Positions will be responsible for maintaining discipline and safety while monitoring youth, consistently modeling appropriate behavior, administering basic first aid, maintaining accurate program records, and performing maintenance duties as assigned.

Camp Counselor II, Specialty Camp Counselor II and Specialty Camp Counselor I applicants may submit a resume as well. Please select area(s) AND position(s) of interest below:

- Area:**  Preschool  General Youth  General Sports  Specialty  Please check one  Gymnastics  Skate  Tennis
- Camp Counselor II** - Must be 18 years old by June 13, 2018.
  - Camp Counselor I** - Must be 16 years old by June 13, 2018.
  - Summer Playgrounds Counselor II** - Must be 19 years old by June 13, 2018.
  - Summer Playgrounds Counselor I** - Must be 17 years old by June 13, 2018.
  - Summer Free for All Attendant** - Must be 18 years old by June 13, 2018. Production staff for concerts and movies
  - Inclusion Assistant** - Must be 18 years old by June 13, 2018.
  - Jr. Camp Counselor** - Must be 15 years old by June 13, 2018.

Name \_\_\_\_\_ Pronouns \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Education:(List last year completed, 12 = high school/GED ) \_\_\_\_\_ Alternate Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Do you speak, write or read any languages other than English?  Yes- \_\_\_\_\_  No

What site and/or program did you work for last summer? \_\_\_\_\_

What position did you hold last summer? \_\_\_\_\_

Program hours are Monday-Friday, what hours can you work?  7-9am  9am-1pm  1-5pm  5-6pm  9am-5pm  Any hours listed

How many hours per week can you work? (Mark all that apply)  5-10  10-20  20-30  30-40

Are you available from June 3, through August 26, 2018? Yes  No  - Please list days: \_\_\_\_\_

List specific programs or locations if applicable: \_\_\_\_\_

If you are not selected for the program above would you be willing to work for another camp/program? Yes  No

I understand that if hired by Portland Parks & Recreation, my employment is part-time, seasonal and at-will. I further understand that I am not guaranteed a certain number of hours. Hours and schedules are determined by program demand, facility need, weather, and mobility and employee experience.

I have made no willful misrepresentations, omissions or falsifications. I am aware that should investigation disclose such misrepresentations, falsifications or omissions in the information I have submitted in the application process, my application will be rejected. If, after acceptance for employment, subsequent investigation should disclose misrepresentation, falsification or omission, it will be just cause for immediate dismissal.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Portland Parks & Recreation (PP&R) values a diverse workforce and seeks ways to promote equity and inclusion within the organization. PP&R encourages candidates with knowledge, ability and experience working with a broad range of individuals and diverse communities. Although not required, PP&R encourages candidates that can fluently speak another language to include that information in their application.

**Office Use Only** **SITE STAFF** - Please have Recreation Supervisor complete Page 2 and submit a copy of entire application to Citywide Recreation or via email to [ParksRecreationHiring@PortlandOregon.gov](mailto:ParksRecreationHiring@PortlandOregon.gov)  
Application sent to Citywide Recreation  Date: \_\_\_\_\_



Office Use Only

Response One:

Response Two:

Re-hired ?    Yes  No     If yes, list position: \_\_\_\_\_



**Portland Parks & Recreation  
Confidential Applicant Information**

**Gender, Ethnicity, and Race Self-Identification Form**

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Portland Parks & Recreation invites applicants to self-identify their gender, ethnicity, and race. This voluntary information is separated from the application at the time of processing and prior to evaluation of the application. Submittal of this information is strictly voluntary and will be kept confidential. When reported, data will not identify any specific individual.

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**Personal Data**

**Gender:** How do you identify? \_\_\_\_\_

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**Race/Ethnicity**

**Which of these group(s) best describes how you identify yourself racially and/or ethnically?**

African Immigrant

American Indian/Alaskan Native

Asian

Black or African American

Hispanic/Latino

Native Hawaiian/Pacific Islander

Slavic/Eastern European  
Immigrant

White

Multi-Racial

Other: \_\_\_\_\_