



Kennebunk Beach Improvement Association

2020 KBIA Counselor Application

Please be sure to fill out this application in its entirety and return by mail to Mimi Fox, Executive Director, P.O. Box 707, Kennebunk, ME 04043 or send it electronically to executivedirector@kbia.net. If you send it electronically, please also mail a copy.

I am applying for the position of: Junior Counselor (ages 15-17) Senior Counselor (age 18+)

Certifications (please attach a copy) WSI Lifeguard US Sailing level 1

All counselors with certification will be given priority in hiring to work at the waterfront and at the pool.

PLEASE NOTE: Junior Counselors under the age of 16 must have a Maine State Work Permit. To request this form, please contact the Kennebunk Superintendent of Schools, 177 Alewife Road, Kennebunk, ME 04043, or via phone at (207) 985-1100. The work permit must be given to KBIA before you can be paid for your work – if you delay in getting the work permit, you will have to volunteer your time until it is obtained. We are unable to pay you for any work done prior to receiving the permit.

Full Name: Nickname: Age as of 6/15/20:

Date of birth: School attended in 2019-2020: Graduation year:

I have prior experience as a KBIA Counselor or CIT.

WINTER CONTACT

Mailing address: City: State: Zip:

Home Phone: Cell: Parent Cell:

Email: Parent Email:

SUMMER CONTACT

Mailing address: City: State: Zip:

Home Phone: Cell: Parent Cell:

Email: Parent Email:

Please identify the weeks for which you are available to work:

- | | | |
|--------------------------------------------------|----------------------------------------------|----------------------------------------------|
| <input type="checkbox"/> Week 1 (June 22-26) | <input type="checkbox"/> Week 4 (July 13-17) | <input type="checkbox"/> Week 7 (Aug. 3-7) |
| <input type="checkbox"/> Week 2 (June 29-July 3) | <input type="checkbox"/> Week 5 (July 20-24) | <input type="checkbox"/> Week 8 (Aug. 10-14) |
| <input type="checkbox"/> Week 3 (July 6-10) | <input type="checkbox"/> Week 6 (July 27-31) | <input type="checkbox"/> Week 9 (Aug. 17-21) |

Do you expect to have any conflicts, such as a second job or summer school, that will limit your availability to work this summer in any week that you are otherwise available?

- YES (please explain on a separate piece of paper)
 NO

I will let KBIA know immediately if my work availability, intentions or interests change.



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While not guaranteed, we will make every attempt to match Counselors with his or her interests and skills. Please identify four or more programs to which you would like to be assigned:

- | | |
|-------------------------|-------------------------|
| 1. <input type="text"/> | 3. <input type="text"/> |
| 2. <input type="text"/> | 4. <input type="text"/> |

Counselors must attend the full orientation weekend (Saturday, June 20, and Sunday, June 21).

All counselors who can attend Orientation Weekend will be given priority in hiring.

- I will attend the entire Orientation Weekend (Saturday, June 20, and Sunday, June 21)
- I can only attend a portion of Orientation Weekend (Saturday, June 20, and Sunday, June 21)

Please attach an explanation to your application if you are unable to attend all of Orientation Weekend, indicating both the reason and what, if any, portion of the orientation you can attend.

KBIA has many volunteer opportunities for Counselors. Please indicate the events for which you are able to volunteer:

- | | |
|-----------------------------------------------------------------|------------------------------------------------------------------------------|
| <input type="checkbox"/> Road Race (Sunday, July 12) | <input type="checkbox"/> Reid Sacco Family Regatta (Saturday, Aug. 8) |
| <input type="checkbox"/> July Awards (Saturday, July 25) | <input type="checkbox"/> August Awards (Saturday, Aug. 22) |

KBIA 2020 Counselor Requirements (please check one):

- I'll fulfill CPR/First Aid certification* requirements prior to June 19. Copies must be sent to KBIA.
- I'll fulfill CPR/First Aid certification requirements during KBIA Orientation Weekend, June 20-21.

** KBIA recognizes both Red Cross and American Heart Association certifications.*

If you have never worked as a counselor at KBIA, please attach a sheet with one paragraph for each question:

1. Please tell us about your previous experiences at KBIA, such as CIT/Counselor participation, class experiences, or awards you have received.
2. Please tell us about your previous experiences from other organizations that relate to your areas of interest at KBIA; for example, educational, volunteer, professional, or personal experiences.
3. Please list or attach copies of any certifications or achievements.
4. Please list two people we can contact for recommendations that relate to your areas of interest at KBIA.

STATEMENT FOR EMPLOYEES UNDER AGE OF 18:

KBIA employs young men and young women starting at age 15 when they typically complete their first year of high school. As they are still developing emotionally, it is important to involve their parents when appropriate. KBIA expects parents of employees to support the values that KBIA has promoted for over 100 years. KBIA will contact parents of employees under the age of 18 when an issue arises that requires the Executive Director's involvement. Examples are failure to show up for work, significantly underperforming, safety issues, etc. We at KBIA hope that by communicating with the family of employees under the age of 18 that positive growth can result and that the family supports any necessary actions. KBIA will only contact parents of its employees over the age of 18 with the consent of the employee.

I certify that the information on this application is accurate.

By signing below, you are indicating that you have read and understand all of the application requirements.

Signature of Applicant: Date:

Signature of Parent/Guardian: Contact number/Email: Date:
(if under 18 years old)

You will receive an email confirmation of your application within seven to ten business days upon its arrival. The deadline for applications considered for the initial hiring is March 15 and applicants will be notified by April 15. It is possible that select positions will still remain after April 15, so please inquire if you will be applying late. We give priority to those with previous KBIA work experience, those who have completed the KBIA CIT program, those who can attend Orientation Weekend, and those with either US Sailing level 1 or WSI and/or lifeguard certification. Applicants with appropriate backgrounds in certain programs will be given priority. If you have any concerns or questions, please contact Mimi Fox at executivedirector@kbia.net.