



KBIA 2022 Counselor Application

This application is an alternative to the Google Doc application linked online at kbia.net; please only use this application if you cannot access the preferred Google Doc. All applications must be returned via email, so please answer all questions listed below in an email or Word doc format and send it to Mimi Fox at ExecutiveDirector@kbia.net for the 2022 hiring season. All returning counselors from 2019 and 2020 will be guaranteed employment if this form has been submitted by 11:59 p.m. March 15, 2022. If not, we cannot guarantee employment for summer 2022. As always, priority staffing is given to returning counselors, particularly in specialty areas. If returning staff fills all the open spots in specialty areas, some requests for placement may not be possible as your only assignment.

PLEASE NOTE: KBIA will require all staff to be fully vaccinated, as defined by the CDC, by the start of summer employment. Please be sure to mark your preference along with any other scheduling conflicts. KBIA guarantees a minimum of 10 hours of work each week to all our counselors; more hours are usually available to those who note they are interested. *Note: There may be employment areas where certification is necessary.

Email

First and Last name (and nickname, if applicable)

Cell Phone/Home Phone/Summer Phone

Counselor Email address

WINTER Mailing Address (with city, state, zip code)

SUMMER Mailing Address (with city, state, zip code)

Parent Name

Parent Email and Parent Cell Phone

Your Date of Birth

School attended this past year

Anticipated graduation year

Note the position for which you are applying: Junior Counselor (ages 15-17) or Senior Counselor (ages 18+)

If you are a returning counselor, please list the past years you have worked at KBIA. If you are not a returning counselor, please write N/A.

Do you hold any of the following certifications?

Please list all that apply.

- WSI
- Lifeguard
- US Sailing 1
- I do not hold WSI, Lifeguard, or US Sailing 1 certifications

If you noted that you hold certifications, please upload PDF copies of the certification in the area below (proof of certification is required).

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

Week 1: June 27- July 1

Week 2: July 4-8

(yes, we do have classes on July 4th)

Week 3: July 11-15

Week 4: July 18-22

Week 5: July 25-29

Week 6: August 1-5

Week 7: August 8-12

Week 8: August 15-19

Do you expect any conflicts for any week?

If yes, please respond below; be as specific as possible!

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:

Arts	Marine Biology
Basketball	Nature
Bundle AM	Pool
Bundle PM	Reading
Beach Classes	Stand Up Paddleboarding
Drama	Starfish
Powerboating	Store
<i>(Fishing, Critter Cruise, Power Squadron)</i>	Snack Shack
Golf	Surfing
Kayaking	Tennis
Leathercraft/Woodworking	Adventures (Tent)
	Waterfront - Sailing

Please list any past experience you have with one or more of these areas. Please also note if there is an area you do not wish to work.



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Counselors must attend the full orientation weekend. (Saturday, June 25, and Sunday, June 26). All Counselors who can attend orientation will be given priority in hiring. Will you attend the orientation?

Please indicate any events which you are able to volunteer. If you select dates below and are hired, you will be put on the schedule to volunteer the events you select.

Road Race (July 10)

July Awards (July 23)

Reid Sacco Family Regatta (August 13)

August Awards (August 17)

KBIA Counselor Requirements

Please indicate whether you will fulfill the CPR/First Aid Certification requirements prior to Orientation Weekend (copies must be sent to KBIA) or whether you will fulfill the CPR/First Aid Certification requirements during KBIA Orientation Weekend.

Experience

**If you have never worked as a counselor at KBIA, please answer the questions below:

- Please tell us about your previous experiences at KBIA, such as CIT/Counselor participation, class experiences, or awards you have received.
- 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.

Please list or attach PDF copies of any certifications or achievements not already uploaded with this application

Please list two people we can contact for recommendations that relate to your areas of interest at KBIA.

Staff t-shirt information

This year we will be wearing t-shirts with both women's v-neck and unisex cuts; new this year, the shirt material will contain UPF 40+ sun protection!

Please state what kind of shirt you would prefer – unisex or women's v-neck cut and the associated sizing. (Let us know if you would like a size chart!)

KBIA provides one t-shirt for every staff member. If you would like a second shirt, you will be required to purchase one for \$10/shirt. Would you like to order a second shirt for \$10?

Statement for employees under age of 18: KBIA employs young men and young women starting at age 15 after 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.

Please certify that the information on this application is accurate by typing your name and the date you completed this application for online submission.

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.