

# Potential Staff Frequently Asked Questions

## APPLICATION PROCESS

Q: What happens after I submit my application?

A: You should receive a email conformation within a few days that we have your application. Next, our program director will review your application and wait for your references to come in. Once your references have *all* arrived, our program director will contact you for an interview (new applicants). After the interview process we will make a decision about your summer service and notify you of that decision shortly. If we choose to hire you for a summer position, you will receive a hiring packet in the mail with your contract and other important information. Please read this information carefully and return the appropriate documents. If we choose *not* to hire you for a summer position, you will be notified via phone or email.

Q: Is there a different application for returning staff?

A: No, it's the same application. However, as a returning staff member you'll only need to have 1 reference submitted instead of 3.

Q: What if I don't know how to answer a question on the application?

A: Please do the very best you can to answer each question on our application to the best of your ability. We are not looking for “perfect answers”, we just want to get to know you!

Q: When does the application open?

A: Our application open on January 1<sup>st</sup> each year.

Q: When is the best time apply for a summer position?

A: The sooner the better! The closer you are to January 1<sup>st</sup> the more likely it will be that you are hired for you first choice camp and position.

Q: How do I know if I qualify for a particular position?

A: Check out our “Position Descriptions” document. There you will find all the information you need about different positions, their job duties and qualifications. If you have any questions after reading that document please contact our program director, Rachel at [Rachel@royalridges.org](mailto:Rachel@royalridges.org).

## REFERENCES

Please refer to our “All About References” document.

## **HOUSING**

Q: Can day camp staff spend the night at Royal Ridges Retreat?

A: No. We currently do not have the ability to house day camp staff in our facilities.

Q: Do resident staff go home between each week of camp?

A: Yes, resident camp staff typically go home Saturday afternoon and return Sunday afternoon.

Q: Do all of the resident staff sleep with campers in cabins?

A: Yes, all of our summer program staff, regardless of position get to sleep in cabins with campers when working a resident camp. This includes supervisors, wranglers, cabin leaders, and junior staff.

Q: Do our cabins have indoor plumbing?

A: Yes, our resident horse camp cabins have indoor a bathroom and shower within each cabin.

Q: Where does Resident Adventure Camp sleep?

A: We're in the process of putting together a totally new and super awesome RAC area. While we're not entirely sure what it will look like quite yet, we're excited to share it with you as we grow closer to the summer season.

## **TRANSPORTATION**

Q: Can day camp staff take the bus to and from camp each day?

A: Only Junior (volunteer) staff are permitted to take the bus to and from camp each day. Senior staff (paid) are required to attend staff meeting before and after our campers leave each day. For that reason, senior staff cannot take the bus.

Q: How does a junior staff member sign up for the bus?

A: You can call our office at 360-686-3737 or email our office at [horses@royalridges.org](mailto:horses@royalridges.org) to sign up for the bus. Please be sure to include your camp name and weeks of service and which bus stop you will be utilizing.

Q: Does it cost money for junior staff to take the bus?

A: No, we offer free bus transportation for junior staff on their weeks of service. Just be sure to let us know ahead of time that you are planning on taking the bus. Please also note that we ask all junior staff on the bus to entertain the campers and make sure they are behaving respectfully while on the bus.

Q: How can I find someone to carpool with if I do not have transportation to and from camp?

A: We would encourage you to utilize all of our staff training events to find those who live near you and organize a carpool. If you need assistance with this, please contact our program director, Rachel.

**OTHER:**

Q: What is Overnight Blast?

A: On Tuesdays for boys and Thursdays for girls, traditional day camp campers will have the opportunity to spend the night at camp. They will have a sleep out in our teepees, play night games, sing around a campfire, and do many other fun activities as they spend a night away from home. Day Camp staff may be asked to stay over night once per week and should ensure that they keep their schedules open on the night of their overnight blast. Meals are provided for all Overnight Blast staff and campers.

Q: If I'm under 18 years old can I be a camper as well as a staff member?

A: No, if you are selected to serve on our summer team you cannot be a camper in the same summer. If you are hired for a position after you have registered to be a camper, you will not be permitted to attend camp as a camper and we will gladly give you a refund.