

Volunteers Needed!

ROM Summer Club 2014

If you are responsible, enthusiastic and enjoy working with children, then we want you for ROM SC 2014!

What is Summer Club?

One of the city's most creative and diverse summer camps for over seventy years, we offer an exciting array of fun, activity-based programs inspired by the collections and research of a world-class museum. The ROM's fascinating galleries, authentic artifacts and outstanding professional staff guarantee that your camp experience will be hard to beat.

What do Summer Club volunteers do?

Volunteers act as assistants to the course instructors. Some of the ways they help are by:

- preparing material for activities
- facilitating children's activities
- helping with clean-up after activities
- assisting in escorting children through the Museum and on field trips
- Providing supervision during breaks

How do I Apply?

Simply fill out the following form and return it by mail, e-mail or in person no later than 5:00 PM on Tuesday, June 3rd, 2014. Forms received after this date will not be processed and you will not be eligible to volunteer for the session. To provide everyone with a clear idea of how Summer Club works and what the role of a volunteer is, we are holding an orientation/information session on Sunday, June 8th, from 10:30 AM - 4:30 PM. Attendance is mandatory; you will not be contacted inviting you to the orientation. Only those who attend orientation will be considered for a position. Meet at the Staff Entrance on the south side of the Museum no earlier than 10:15 AM (between the ROM and the Planetarium).

Preference will be given to volunteers who make themselves available for more than one session. The more you are available, the better your chances of getting a spot!

Sessions and Dates	Full Day: 8:30am-4:30pm
Session 1: June 30 - July 11 (July 1 excluded)	
Session 2: July 14 - July 25	
Session 3: Jul 28 - Aug 8 (Aug 4 excluded)	
Session 4: Aug 11 - Aug 22	
Session 5: Aug 25 - Aug 29	
Name:	Email:

Application Checklist

Only those who have successfully completed their application form on time may attend orientation. Please consult the following check list to insure that you have properly completed your application.

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- Personal data
- __Written component
- 2 references
- __Attending orientation

If you have been accepted as a volunteer with our Saturday Morning Club (Fall 2013, Winter 2014, Spring 2014), Summer Club (2013) or March Break Camp (2013) program, you do not need to submit new references or the written component.

Please Note:

Summer Club volunteers must be 16 years of age or older as of the first day of camp. ROM Summer Club Leadership graduates can apply at 15 years of age.

Please note that the number of volunteer positions available is based on the number of children enrolled in our programs. Attendance at the orientation session does not guarantee a position at Summer Club. A complete application and a positive review at orientation are also necessary to gain a volunteer position. If you are not accepted as a volunteer for this session, your application will be kept on file and you will be notified of future opportunities.

WE DO NOT ACCEPT APPLICATIONS BY FAX. PLEASE SUBMIT YOUR APPLICATION BY EMAIL OR HARDCOPY ONLY.



Volunteer Application Form

Complete & return to:

Summer Club, Kiron Mukherjee, ROMKids Assistant Coordinator

(Phone: 416.586.8043 Email: studio@rom.on.ca)

Royal Ontario Museum, 100 Queen's Park, Toronto, ON, M5S 2C6

Personal Data					
NAME:					
	Last			First	
ADDRESS:					
	Street # Name	Apt #	City	Postal Code	
TELEPHONE:_	EMA	.IL:			
Are you 16 ye	ears or older? Y / N Ho	ave you enrolled in ROM	1 Leadership	Camp before? Y / N Year:	Instructor:
		-	-	viously applied for one our progr	
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		Educ	ation		
Academic le	vel	Highest level comple		Type of certificate or diplome	<u> </u>
Secondary S				71	
	College or University				-
Other	<u> </u>				
Written Comp	onent	l			
		nd approximately 100-	150 words in	n length each. Question 3 is optic	anal but should
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mailed in hard		illierinore, quesnon 5 c	an be scann	ed dila selli ili willi yool digilal d	pplication, or
manea m narc	дсору.				
1 Plages die	ouss any qualifications	skille interests experie	nco or trainir	ng you may have that would cont	ributa ta vaur
	s a volunteer assistant a	· · · · · · · · · · · · · · · · · · ·	nce or irainii	ig you may have mar would com	Tibule to your
success us	s a volumeer assistant a	130.			
2 Please dis	cuss what you hope to	gain out of volunteering	with SC		
Z. Hease als	coss what you hope to t	gain our or volumeering	WIIII JC.		
3 Through s	ome form of creative ni	ece Idrawing noem so	na short sto	ry etc.), explain how your experie	ence and skills
-	•	Have some fun with it,	-		since and skills
woold bei	ieni ine oc experience.	riave some fon will if,	silow your s	om and be creative:	
Do vou have e	experience with clay? Y	/ N Do you hav	e experience	with digital photography/editing	a? Y / N
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Do you enjoy	drama and have experi	ence with the subject? Y	′ / N		
Do you have v	working knowledge of t	he RPG - Dungeons and	Dragons? Y	′/N	
List of languag	ges spoken:				
Police/Vulnero	able Persons Checks rec	eived within the last yed	ır are consid	ered an asset. Please indicate if h	ave one that
you can provid	de upon request. Y / N				
Please feel free	/	r anything you think will I	1 / 1 1		
SIGNATURE			DATE		
Date Received	:	(Office Use Only)			



Summer Club 2014 Volunteer Assistant Reference Form

Please have two people submit references on your behalf. Parents, friends and other family members are not suitable references. Please have teachers, coaches, or previous employers fill out your references. These forms should be handed in with volunteer applications in an envelope signed and sealed by the references.

If you have been accepted as a volunteer with our Saturday Morning Club (Fall 2013, Winter 2014, Spring 2014), Summer Club (2013) or March Break Camp (2013) program, you do not need to submit new references or the written component.

The following section should be filled	out by the volunteer applicant.			
Applicant Name:	Email:	Phone Number:		
The following section should be filled	out by the volunteer reference.			
Reference Name:	Email:	Phone Number:		
In what capacity have you known t	How long have you known the applicant for?			
regarding privacy provisions, please contact l	Ciron Mukherjee, ROMKids Assistant Coordinator, 4			
	e following areas. Circle the number that	best describes the applicant's performance.		
1. Attitude and Enthusiasm Unsatisfactory	5 – Outstanding 4 –Above Average 3	- Good 2 - Needs Improvement 1 -		
Comment:				
2. Quality of Work Unsatisfactory	5 – Outstanding 4 –Above Average 3	- Good 2 - Needs Improvement 1 -		
Comment:				
3. Ability to Work with Others	5 – Outstanding 4 –Above Average 3 – 0	Good 2 - Needs Improvement 1 - Unsatisfactory		
Comment:				
4. Ability to Follow Direction	5 – Outstanding 4 – Above Average 3 –	Good 2 - Needs Improvement 1 - Unsatisfactory		
Comment:				
5. Dependability	5 – Outstanding 4 –Above Average 3 –	Good 2 – Needs Improvement 1 – Unsatisfactory		
Comment:				
The position of Summer Club volunteer assistant involves working with children and youth in a leadership capacity. Are you aware of any reasons why the applicant should not work with children? YES NO Date: Signature:				
Comments:				