

# SUMMER 2021 EMPLOYMENT



# WELCOME TO BT CAMPS!

## **HAPPY STAFF + HAPPY CAMPERS = HAPPY CAMP**

Thanks for your interest in employment at Beth Tfiloh Camps!

Working with children in an out-of-doors group setting is hard work, but it can also be a lot of fun and a most rewarding opportunity. You'll be employed alongside some marvelous co-workers, and you'll have the chance to develop skills in leadership, decision making, creativity, teamwork, problem solving, and working with people. Many of our past employees identify their years at BT Camps as the single most important experience in their personal and professional growth. It is a place where people make life-long friendships and associations.

Please take a moment to review the information that follows to familiarize yourself with the various employment opportunities available here. We offer a variety of positions, ranging from entry level to those that call for a little previous experience, and others that require high-level skills and an extensive background in working with children and in staff supervision.

We'd also like you to visit the rest of our website which will give you extensive information about the camp organization and programs.

Elsewhere on our website you will find an employment application which can be [completed online and submitted electronically](#). Another version of the application is available to download and print out. Please include your resume if you have one, although this is not required.

Here is our contact information

MAILING ADDRESS

Beth Tfiloh Camps  
400 Delight Meadows Road  
Reisterstown, MD 21136

PHONE

410-517-3451

FAX

410-517-3454

WEBSITE

[www.btcamps.org](http://www.btcamps.org)

# WHY WORK AT BT?

## TOP 10 REASONS:

1. Enjoy working in the outdoors!
2. Be a member of a team!
3. Make a difference in children's lives!
4. Work in casual dress in a relaxed setting!
5. Enjoy a break from the academic routine!
6. Have your summer evenings and weekends free!
7. Earn a guaranteed salary!
8. Make lifelong friends!
9. Have something special to add to your resume!
10. Reminds you of how you'd always like teaching to be!

## IMPORTANT BT INFORMATION and FACTS:

Has been in continuous operation since 1943.

Has over 175 well-trained, experienced staff.

Has more than 100 staff that are college graduates and most of them have advanced degrees.

Has more than 45 state certified/approved specialty area instructors and more than 25 administrative & supervisory staff.

Is an equal opportunity employer and accepts all campers & staff without regard to age, race, sex, or nationality.

Has been inducted into membership in the Pioneers of Camping by virtue of its historic leadership in the camping movement.

Is licensed by Baltimore County, certified by the State of Maryland, accredited by the American Camp Association, and is an active member of the national Association of Independent Camp

## LOCATION

Our year-round office and most camp programs are located on our beautiful 60 acre property in Reisterstown. The Nursery Camp for two, three and four-year-olds and its Extended Day afternoon program, as well as the STEAM Camp, are held at Beth Tfiloh Community School in Pikesville. Extended Day for Nursery Camp takes place at Old Court Road and Extended Day for Day or Specialty Camps takes place in Reisterstown.

## DATES

The dates of contracted salaried employment for the 2021 season are as follows

\***40** camper days between Monday June 28 and Friday August 13

\***Four (4)** staff orientation dates: Tuesday, June 22, Wednesday June 23, and Thursday, June 24, and Friday June 25. Exact times to be announced at a later date. Aquatics staff, Ropes Staff, Arts Staff, Sports Staff, Nature staff and Bus counselors will have additional orientation and set up time and these dates will be announced once you sign an agreement. Bus counselors will train one day before orientation begins and also before and after regular orientation on Wednesday, June 23.

\***Seven (7)** Thursday night mandatory All-Staff meetings (7:00 – 8:30pm) NOTE: These are 90 minute sessions x 8 sessions = a total of 6 hours. So we'll call this 1 complete work day.

Thursday July 1

Thursday July 8, 15, 22 and 29

Thursday August 5

Sunday August 15 (Staff End-of-Summer event)

**TOTAL = 47 DAYS**

## WORKDAY

The standard workday is 8:45a.m. - 4:00p.m.

Those staff who are driving to camp will be expected to arrive at camp no later than 8:30am. All staff must be in place by 8:45 a.m. Campers begin arriving at 9:00am. This 15 minute period allows staff to prepare for the coming day's work, do paperwork, and make sure that the campers who are arriving and leaving are safe and supervised.

## BACKGROUND CHECK

Each employee must complete the criminal records check process required by the State of Maryland of all persons who work with or around children in any capacity.

## **TRAINING**

Employees will be reimbursed at the end of the summer for expenses incurred in successfully obtaining formal certification in their summer employment specialty area at the discretion of the camp director. This is paid only to those who successfully complete the full summer's employment contract. The camp also offers free training courses as part of the staff Orientation program. Staff must contact Sam Bloom in advance of taking a course to get prior approval if reimbursement is desired.

## **TRANSPORTATION**

Staff members are encouraged to make use of the camp's bus service which goes to many locations in the following ZIP codes:

21022, 21030, 21042, 21043, 21044, 21045, 21046, 21093, 21117, 21133, 21136, 21153, 21204, 21207, 21208, 21209, 21210, and 21215.

Please be aware that we do not offer door-to-door transportation for staff, however, with close to 1,000 campers, we have plenty of stops to choose from. Staff that drive may be required to park at a nearby satellite parking facility & come to camp via a shuttle bus we will provide.

## **PAYDAYS**

Salary will be paid 4 times during the summer. There will be no exceptions to this pay schedule.

## **LEAVE/ABSENCE**

Because this is short-term employment, there is no personal leave or sick leave. A salary reduction will be made for each lateness & absence regardless of the reason other than bereavement leave for a death in the immediate family. Employees will be charged for any unexcused absence. All absences must be approved by the camp director prior to signing a contract. Unapproved absences other than sickness accompanied by a doctor's note will be charged at double the staff member's daily rate. Unexpected absences during the season may be cause for dismissal.

## **PER DIEM EMPLOYMENT**

All salaries quoted carry the expectation that the staff member will work the entire seven-week camping season including staff training days. Some positions might be contracted for fewer than seven weeks. Please note that all presented salaries are based on seven weeks + staff training days and pro-rated for time worked. Persons hired after the season begins are paid strictly on a per camper day basis.

## **PROHIBITED SUBSTANCES**

Beth Tfiloh Camps is a smoke free, vape free, alcohol free, and drug free environment.

# EMPLOYMENT OPPORTUNITIES

## **TYPES OF JOBS**

All employees of Beth Tfiloh Camps can be divided into one of the following 3 categories:

1. Counselors: Provide direct supervision to a group of campers.
2. Instructors: Plan and lead activities in a single program area.
3. Others: Administrative, supervisory and other specialized support responsibilities.

Working at a camp is different than any job you'll ever have. The program is ever-evolving. Any staff member may be required to perform any job at camp other than the job for which he was hired if the Camp Director determines that this is necessary on a short term or long term basis.

## **COUNSELORS**

Head Counselors and Counselors supervise campers who are placed in permanent small groups (bunks). They help each instructor when the bunk goes to an activity, and provide general supervision during non-instructional times of the day. They may sometimes be expected to lead games and other independent bunk activities. Determination of number of staff in each bunk is based on how many campers are in the group along with ACA ratios.

Head Counselors are college graduates and selected college upperclassmen (60 or more credit hours). Head Counselors provide direct supervision to their assigned bunk. They also help guide and lead their Junior Counselors.

Junior Counselors work with a Head Counselor who is their immediate supervisor. Most are college students and upper level high school students (entering grades 11 or 12).

## **INSTRUCTIONAL STAFF (SPECIALISTS)**

Instructors and instructional aides teach groups of campers who come to them according to a regular schedule.

Instructors are almost always college graduates with specialized training and experience in the specific activity area. Other individuals may be instructors if they hold appropriate certification from a nationally recognized accrediting organization like the American Red Cross (for swimming or boating), NAA (archery), ACA (outdoor education), etc.

Instructional Aides work in specific activity and instructional areas under the direct supervision of instructors or other supervisors. They are either college students or high school students entering the 11th or 12th grade in the coming fall. These aides are expected to come to their positions with prior expertise and/or a high level of interest and motivation. Formal certification to document skills may often be required.

# PLACEMENT OPTIONS

## COUNSELOR STAFF

<b>Nursery Camp</b>	<p>Campers ages 2, 3, and 4. 9:00 a.m. - 1:00 p.m., or 3:00 p.m. Meets at Beth Tfiloh School in Pikesville. Counselors supervise campers inside classrooms and on school grounds as they participate in a variety of activities.</p>
<b>Day Camp</b>	<p><b>Unit Aleph</b> campers age 4 to entering kindergarten <b>Unit Bet</b> campers entering first grade <b>Unit Gimmel</b> campers entering grade 2 <b>Unit Daled</b> campers entering grade 3 <b>Unit Hay</b> campers entering grade 4 9:00 a.m. - 4:00 p.m. Campers swim twice daily and have four other activity periods. Units Daled and Hay have late stays.</p>
<b>Sports Camp</b>	<p>Campers entering grades 2 through 8 (8:30a.m. - 4:00p.m). Sports skills &amp; competition plus Baseball Camp.</p>
<b>Art Camp</b>	<p>Campers entering grades 3 through 8. (8:30 a.m. - 4:00 pm) Arts projects.</p>
<b>Survival Camp</b>	<p>Campers entering grades 5–8 (9:00a.m. - 4:00p.m). Outdoor skills with 2 overnights.</p>
<b>Senior Camp</b>	<p>Campers entering grades 5 through 8 (9:00a.m. - 4:00p.m). Well-rounded mix of all activities. One late stay.</p>
<b>Travel Camp</b>	<p>Campers entering grades 5 through 8. Dates and Times vary. Campers go on various trips that are age appropriate.</p>
<b>Theatre Camp</b>	<p>Campers entering grades 3 through 8 (9:00a.m. - 4:00p.m).</p>

# PLACEMENT OPTIONS

## AQUATICS STAFF

**Water Safety Instructor** must be certified by the Red Cross or its equivalent. Water Safety Instructors will teach swimming classes as assigned.

**Pool Lifeguard** must be certified by the Red Cross or its equivalent. Must also complete a training program at camp to teach the Red Cross Learn to swim program. Pool lifeguards will teach swimming classes as assigned.

**Pool assistant** is trained at camp to teach the Red Cross Learn to swim program. Pool assistants will teach swimming classes as assigned.

**Basic Canoeing Instructor** must be certified by the American Canoe Association or its equivalent.

**Boating Lifeguard** must be certified as an Open Water Lifeguard by the Red Cross. Helps in teaching boating classes and performs other duties as assigned at the lake.

## INSTRUCTIONAL AREAS (SPECIALTY AREAS)

Program areas in which instructors and instructional aides work include:

Arts and Crafts	Boating	Camp craft	Sports	Dance
Drama	Lifeguarding	Nature	Archery	Cheerleading
Singing	Swim Instruction	Ropes Course	Zumba	Science

Several evenings of paid work in the course of the summer may be required when campers are scheduled for late stay activities. Bus monitors and Bus Captains may not work late stays.

## SUPPORT STAFF

### (Administrators, Health, Maintenance and Operations)

**Senior Managers:** These staff supervise 6 main focus areas of camp which all programming, staff accountability, implementation, and discipline fall under. They report directly to the Camp Director.

**Unit Heads** supervise campers and staff of a unit, consisting of a particular camper age group or activity concentration. They act as the liaison between a Senior Manager and their unit, and handle parent concerns. Unit Heads must almost always be college graduates with considerable experience in supervision, teaching, and camping or other areas of recreation.

**Department Heads** plan the programming and supervise the staff, and serve as instructors of a particular instructional area. They act as the liaison between a Senior Manager and their department. Department Heads must almost always be college graduates or adults with significant experience relative to camping, formally trained in the area of instruction by the State Department of Education or certified by an approved certifying organization such as the Red Cross.

**Camp nurses** must be licensed RN's, CPR & First Aid certified & have experience working w/ children.

**Office Aides, Health Suite Aides, and Maintenance Staff Aides** must have skills appropriate to the position and may be of high school, college or post-college age.



# GENERAL INFORMATION

## SUPPLEMENTARY JOB OPPORTUNITIES

**Bus Monitors and Bus Captains** - All staff who live in our transportation area are encouraged to ride the bus at no charge in return for helping with the supervision of the campers during the bus ride. One or two staff on each bus, however, are specially designated as either “bus monitors” or “bus captains” for which they receive extra salary. These staff have specific duties that include learning and practicing the route prior to camp, riding the entire route, helping campers on and off the bus, walking campers to and from the sidewalk, teaching and leading songs, distributing lost and found articles and camp notices, and ultimately, the safety and security of every child on the bus.

**Extended Day Staff** - Some campers require after-hours care at our camp locations. Persons who work these extended hours receive extra pay. They must provide their own transportation to and from the camp. Extended Day program hours are 4:00p.m. - 5:45p.m. for full-day campers, and 3:00p.m. - 5:00p.m. for Nursery Campers.

**Miscellaneous Jobs** - We sometimes hire staff to perform other tasks including traffic & parking lot duty.

## INTERVIEW

**NOTE: ALL STAFF WILL BE INTERVIEWED – NEW STAFF and RETURN STAFF.** These interviews will be conducted in-person when possible, or via Zoom if necessary.

Employment interviews are conducted at the Beth Tfiloh Camps’ office at 400 Delight Meadows Road in Reisterstown or at Beth Tfiloh Congregation, 3300 Old Court Road in Pikesville.

After we receive your job application, we will contact you for an interview if your qualifications meet our needs. Dress may dress casually for your interview. Allow 20-30 minutes for your interview. The interview will be conducted by a member of the administrative staff.

## DIRECTIONS TO CAMP

**From downtown, Towson, Perry Hall, Essex:** take I-83 to I-695 West to I-795 North. Get off at exit 7B (Franklin Boulevard West). Bear right at the Church Road/Red Run Boulevard traffic signal for one block. Make 4 left turns, onto Sunnyking Drive, Sunnydale Way, Sunlight Road, and Bonnie Meadow Circle. Finally, turn right onto Delight Meadows Road which takes you to the Beth Tfiloh Camps entrance.

**From Pikesville/Glen Burnie/Catonsville/Columbia:** Take I-695 North to I-795 North. Get off at exit 7B (Franklin Boulevard West). Bear right at the Church Road/Red Run Boulevard traffic signal for one block. Make 4 left turns, onto Sunnyking Drive, Sunnydale Way, Sunlight Road, and Bonnie Meadow Circle. Finally, turn right onto Delight Meadows Road which takes you to the Beth Tfiloh Camps entrance.

# SALARY SCALE

## 1. COUNSELORS/INSTRUCTIONAL STAFF – BASE SALARIES

### Salary

Most recent grade of school completed by June, 2021

2021

Tenth grade	\$1,100.00
Eleventh grade	\$1,175.00
Twelfth Grade	\$1,250.00
College freshman year	\$1,435.00
College sophomore year	\$1,750.00
College junior year	\$2,050.00
College senior year, but not yet graduated	\$2,325.00
Non-college graduate with professional teaching experience	\$2,450.00
Bachelor's degree	\$2,900.00
Certified teacher	\$3,200.00

## 2. POOL/LAKE – BASE SALARIES

Most recent grade of school completed by June, 2021

High School, any grade	\$2,080.00
College Undergrad, any year	\$2,600.00
Graduate	\$3,160.00

## 3. POOL/LAKE STAFF ADD ON'S

Pool Operator Certification – pool or lake staff only	\$200.00
WSI degree - pool staff only	\$400.00
Open Water Module, lake staff only, certification required to work at the lake	\$200.00
Canoeing Instructor, lake staff only	\$300.00

## 4. Some jobs include a salary differential. Add the following as applicable.

Challenge course staff, belay-certified through Beth Tfiloh Camps' training	\$150.00
Challenge course staff (must be certified).	\$400.00
Unit Head or Department Head	\$400.00

# SALARY SCALE

## 4. INCENTIVES

Each full summer of employment at Beth Tfiloh Camps 5 year maximum	\$50.00
Each full summer in High School as a lifeguard 4 year maximum, pays until college graduate (or age thereof)	\$50.00
Each year of grad-school or education related work experience 5 year maximum	\$50.00

## 5. INCENTIVES and SUPPLEMENTARY JOBS – PAID ON FINAL CHECK

Referral of a new staff member who is hired.	\$100.00
Late stay, paid per late stay worked, and paid on the final check	\$50.00
Overnights, paid per night worked, and paid on the final check, excludes Trip and Travel Camps	\$125.00
Extended Day Early Drop-off or Late Pick-up, paid per hour	\$11.00
Bus Monitor for full-day programs, paid on the final check	\$450.00
Bus Captain, full-day programs, paid on the final check	\$650.00

## 6. TUITION DISCOUNTS. Must complete the summer or tuition balance is due (\*rules apply, call for detail)

*50% tuition discount for one camper if parent is full-time camp employee.	*50%
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## 7. SALARY CAPS (include base salary, differentials, & experience incentives). Supplements do not count.

Senior Manager	\$4,800.00
Unit Head or Department Head	\$4,200.00
Head Counselor or an "Instructor who has graduated college"	\$4,000.00
Instructor who has not graduated college	\$3,200.00
Lifeguard	\$3,700.00
Counselor or Instructor Aide	\$2,000.00

Compute your salary by adding sections 1 through 5 as applicable, not including discounts

My salary for the summer of 2021 is	
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# BT CAMP FACTS

## WHERE HAVE OUR PREVIOUS EMPLOYEES COME FROM?

### High Schools

Pikesville Owings  
Mills  
Carver School for the Arts  
Franklin Bais  
Yaakov Beth  
Tfiloh Boys  
Latin  
Yeshivat Rambam  
Marriots Ridge High School  
Cardin  
Talmudical Academy  
New Town  
Southwestern  
Park  
Yeshiva Torah Chaim  
Hogwarts  
Alholton  
Garrison Forest  
Grier  
Bnot Torah  
Krieger Schechter  
Westminster  
Western School of Technology  
Poly  
Mt. Hebron  
Long Reach  
Jemicy

### Colleges

Albright  
McDaniel  
Stevenson  
Goucher Hebrew  
Union  
Boston University  
Bryn Mawr  
Vanderbilt  
UM School of Social  
Work Touro  
George Washington University  
Goucher  
University of Delaware  
St. Mary's of Maryland  
Salisbury University  
Syracuse  
Starfleet Academy  
James Madison University  
Landmark  
UB School of Law  
Case Western Reserve  
University of Maryland  
New York University  
Washington University  
Midreshet Moriah  
Towson University  
CCBC  
Carroll Community  
Washington University in STL.  
Grove City  
Howard Community  
Hogwarts School of Witchcraft and  
Wizardry West Liberty State  
Brandeis  
Johnson and Wales University  
Loyola in Maryland

### Winter Employers

Baltimore City Schools  
Baltimore County Schools  
Howard County Schools  
Anne Arundel County Schools  
Baltimore County FD  
Montgomery County Schools  
Exxon  
Chizuk Amuno  
Carroll County Schools  
Adat Chaim  
Starfleet Command  
Americorps  
Temple Isaiah  
Playkeepers  
Har Sinai  
Hannah More School  
Teach for America  
Talmudical Academy  
Woodlawn Motorcoach  
Jemicy School  
Boys' Latin School of  
Maryland Beth Tfiloh

Beth Tfiloh Camps is a non-profit organization accredited by the American Camp Association, certified by the State Department of Health and Mental Hygiene, and licensed by Baltimore County.

Rules for hiring and for acceptance and participation in the program are made without regard to age, race, sex, or nationality.



[btccamps.org](http://btccamps.org)

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