



# WILLIE MAE ROCK CAMP FOR GIRLS

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

## 2009 RETURNING VOLUNTEER APPLICATION

We're glad you're interested in joining us again this year! Thanks in advance for offering your services.

Please note that there are two sessions of camp, as well as **two** sessions of our special "weekend edition" of rock camp for adult women called Ladies Rock Camp. We need volunteers for all four sessions, so feel free to apply for as many (or as few) as you want.

**The deadline for submitting your volunteer application is Friday May 22<sup>nd</sup>, 2009.**

### ROCK CAMP 2009

#### ✎ WHEN

**Girls' Camp Session 1:** Monday through Friday, **July 6 - 10, 8:30 a.m. - 5:30 p.m.**  
Final concert: Saturday July 11, at a venue to be determined.

**Ladies Rock Camp I:** Friday through Sunday, **July 24 - 26, 9 a.m. - 5:30 p.m.**,  
with optional evening band practice Fri/Sat, 6 - 9:30 p.m.  
Final concert: Sunday July 26, at a venue to be determined.

**Ladies Rock Camp II:** Friday through Sunday, **August 7 - 9, 9 a.m. - 5:30 p.m.**,  
with optional evening band practice Fri/Sat, 6 - 9:30 p.m.  
Final concert: Sunday August 9, at a venue to be determined.

**Girls' Camp Session 2:** Monday through Friday, **August 17 - 21, 8:30 a.m. - 5:30 p.m.**  
Final concert: Saturday August 22, at a venue to be determined.

#### ✎ WHERE

All sessions will take place at Urban Assembly School of Music & Art, in the DUMBO area of Brooklyn, next to Downtown Brooklyn. The school is located on the 7<sup>th</sup> and 8<sup>th</sup> floors of the multi-school building at 49 Flatbush Ave Extension. The building is wheelchair accessible.

Directions: Take the A/C/F Trains to Jay St/Borough Hall. Exit at Myrtle Promenade. Walk north/towards the Manhattan Bridge on Jay Street towards Polytechnic University. Cross Tillary Street. Take a right on Concord Street, cross Flatbush Avenue Extension. Use Concord St. entrance.

#### ✎ ORIENTATION

General responsibilities for all volunteers include attending *mandatory* orientation sessions. All orientation sessions take place at the campsite or at our DUMBO office. Dates as follows:

**Girls Rock Camp Session 1:** Sunday, July 5<sup>th</sup>, 1pm - 5pm

**Ladies Rock Camp I:** Thursday, July 23<sup>rd</sup>, 6:30pm - 8:30pm

**Ladies Rock Camp II:** Thursday August 6<sup>th</sup>, 6:30pm - 8:30pm

**Girls Rock Camp Session 2:** Sunday August 16<sup>th</sup>, 1pm - 5pm

## ✂ POSITION AVAILABILITY

While it's true that we can use all the help we can get, we have a limited number of spaces for certain positions, like workshop leader, band coach, and instrument instructor. If you are interested in one of those jobs, please apply early to ensure that you are assigned one of the positions. If the position that you have applied for is full, we strongly encourage you to consider volunteering in a different capacity at camp – we can always use more roadies!

## ✂ VOLUNTEER CAMP

We are also holding an optional skill-sharing, training and pre-camp planning session for all volunteers, called **Volunteer Camp**. It will take place at the camp on **Saturday June 20<sup>th</sup>, from 10am – 5pm**. Volunteer Camp is a chance to meet your fellow volunteers, and to receive in-depth training on camp's teaching philosophy, mission, and more. We strongly recommend that all instrument instructors, counselors, band coaches, and workshop leaders attend volunteer camp.

## ✂ NON-DISCRIMINATION POLICY

Willie Mae Rock Camp for Girls does not discriminate on the basis of race, religion, national and/or ethnic origin, marital status, sexual orientation, mental or physical ability, or gender identity or expression in the administration of any of its educational programs, admissions policies, scholarships, and other Camp-related policies and programs, as well as volunteer and employment-related policies and activities.

Willie Mae Rock Camp for Girls welcomes individuals who identify as female, trans, and gender non-conforming to apply for leadership positions at camp. Non-leadership roles are open to individuals who identify as female, male, trans, and gender non-conforming. For more information, see the job descriptions for volunteer positions.

*A special note to male-identified allies:*

Willie Mae Rock Camp for Girls is primarily led by and for women and girls. We also value diversity, inclusion, and sensitivity towards all individuals, regardless of gender identity or expression. The organization welcomes the support of male-identified allies, and expects male-identified allies who would like to volunteer to respect the importance of leadership by women.

## ✂ STIPENDS

We will offer an extremely limited number of volunteer stipends this year. If you feel you cannot volunteer without financial assistance of some kind, please check the stipend box on your application, and we will send you more information as it becomes available. **The deadline for submitting a stipend request form is Friday May 22<sup>nd</sup>**. We will notify you about your stipend request within 2 weeks of May 22<sup>nd</sup>.

## VOLUNTEER JOB DESCRIPTIONS

Please read through the descriptions to see which jobs interest you and suit your schedule. You'll let us know your preferences and availability on the application form. Feel free to sign up for one job or several. Counselors are required to be at camp every day at 8:45 a.m. and stick around for a brief (i.e. 20 minutes or so) staff wrap-up at the end of the camp day. Instructors, workshop leaders, and other volunteers are strongly encouraged to stay for the end of the day meeting. Coming to the final showcase concert isn't mandatory, but it sure is a fun experience, so we really recommend including it in your plans. We provide breakfast, lunch and snacks for all volunteers each day.

## ✂ CAMP WEEK JOBS

### Host an out-of-town volunteer

We need local individuals/families to host volunteers coming in from other cities or countries, giving them a welcome place to rest their heads at night.

\* *Must be able to provide housing for an entire camp session.*

## **Counselor**

*\*Female, trans, and gender non-conforming welcome. No music experience necessary.*

Counselors serve as mentors for assigned groups of girls, which involves checking in with them every morning, making sure the campers are where they need to be at all times, and offering advice and help throughout the day. Since the most important parts of the job are ensuring the campers' safety and giving them support and encouragement, non-musicians are welcome in this job. Counselors who are musicians, however, are often called upon to coach campers on their instruments. **Volunteers who are assigned the role of counselor will not be given any other jobs for the camp week.**

*\*Must be available Monday-Friday of camp week 8:30 a.m. - 6 p.m.*

## **Instrument Instructor**

*\*Female, trans, and gender non-conforming welcome. Music experience required.*

Our campers possess a varying range of skill levels – some have been playing for years, many have never touched a musical instrument in their lives. Instructors are responsible for working with other teachers to plan classes and create a supportive learning environment for the campers. Classes usually involve a combination of team-teaching larger groups of 20-35 students and solo teaching in smaller groups (3-4 students).

*\*Must be available mornings during camp week. (2 hours between 9:30 a.m. and 12:30 p.m., exact schedule t.b.d.) Ladies Rock Camp schedule t.b.d.*

## **Band Coach**

*\*Female, trans, and gender non-conforming welcome. Music experience required.*

On the first day of camp, the campers form bands, and each band is assigned a band coach. The coach provides help and guidance with all aspects of working as a group: setting up, tuning, songwriting, learning how to play together, working together constructively, figuring out band names, etc.

*\* Must be available afternoons during camp week (2 hours between 1 p.m. and 4:30 p.m., exact schedule t.b.d.) and at the showcase concert. Ladies Rock Camp schedule t.b.d.*

## **Workshop Leader**

*\*Female, trans, and gender non-conforming welcome. No music experience necessary.*

We offer a range of workshops throughout the week, from self-defense to songwriting to silkscreening to media literacy. We're also open to new ideas about workshops that we haven't offered before. Workshop leaders are responsible for developing a one-hour session on their topic and teaching it 3-4 times to a group of 20-35 campers. Workshops often involve team-teaching.

*\* Must be available 3-4 hours during camp week, flexible schedule. Ladies Rock Camp schedule t.b.d.*

## **Roadie**

*\*Female, male, trans, and gender non-conforming welcome.*

Roadies are vital! We need folks to help set up, break down, and move equipment throughout the week. Responsibilities include setting up the camp site, reconfiguring rooms for band practice every day, helping with load-in/out on showcase days, etc.

*There is scheduling flexibility with this position; you can sign up for as many or as few shifts as you want (more information on application form).*

## **Receptionist**

*\*Female, male, trans, and gender non-conforming welcome.*

From the front desk, the receptionist assists with the check-in and out of campers every day, monitors visitors, handles phone calls, gives directions, answers questions, and sells showcase tickets & merch. *There is scheduling flexibility with this position; you can sign up for as many or as few shifts as you want (more information on application form).*

## **Kitchen Team**

*\*Female, male, trans, and gender non-conforming welcome.*

Help with snack and lunch preparation, help with kitchen clean-up, make everyone happy by keeping them nourished. May involve some errands: pick up food donations, do supply runs, etc.

*There is scheduling flexibility with this position; you can sign up for as many or as few shifts as you want (more information on application form).*

**Floater**

*\*Female, male, trans, and gender non-conforming welcome.*

We always have last-minute stuff that comes up and we need a few folks to be available for runs to Kinko's or the hardware store, fill in if another volunteer can't make her shift, and generally lend a hand as necessary.

*There is scheduling flexibility with this position; you can sign up for as many or as few shifts as you want (more information on application form).*

**Childcare**

*\*Female, male, trans, and gender non-conforming welcome.*

Look after the young children of volunteers (and possibly campers) onsite during the camp week. Keep kids safe and entertained and happy! Parents on site at all times.

*There is scheduling flexibility with this position; you can sign up for as many or as few shifts as you want (more information on application form).*

For more information, see the volunteer application form (following pages). If you have questions about any of the jobs or the application, the best way to get in touch is to drop us a line at [volunteer@williemaerockcamp.org](mailto:volunteer@williemaerockcamp.org). You can also leave a message at (212) 777-1323 and we will call you back as soon as possible. Thanks again!

**KEEP THESE PAGES FOR YOUR REFERENCE**

**Willie Mae Rock Camp for Girls  
2009 RETURNING VOLUNTEER APPLICATION**

**CONTACT INFORMATION**

Name of volunteer: \_\_\_\_\_

Home phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Cell phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Work phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ ext \_\_\_\_\_

Email: \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Mailing Address (if different than above): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**EMERGENCY CONTACTS**

First Contact's Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Home phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Work/cell phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Second Contact's Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Home phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Work/cell phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

**CHILD ABUSE REGISTRY SCREENING**

Because our work involves minors, prior to working directly with campers, the names of volunteers will be screened through the New York State Central Register for Abuse and Maltreatment. This is the list kept by the state to track reported incidents of child abuse or maltreatment. If you would like more information about the process, please contact us.

Please initial here to indicate that you consent to your name being screened: \_\_\_\_\_

**CAMP HISTORY**

What was your job the last time you volunteered at Rock Camp?

\_\_\_\_\_  
\_\_\_\_\_

**STIPENDS**

I am interested in receiving more information about volunteer stipends.

**T-SHIRT SIZE**

Adult:  S  M  L  XL  XXL

Your name: \_\_\_\_\_

**FOOD PREFERENCES**

Check here if you are:  Vegetarian  Vegan  Other: \_\_\_\_\_

**FIRST AID/CPR**

Check here if you have certification in:  Standard First Aid  CPR

**MEDICAL ISSUES**

Do you have any medical conditions, allergies, or disabilities that we should know about? If so, please indicate here. All medical information will be kept confidential, and shared only with the camp nurse and, in the event on an emergency, with other staff only as necessary. If possible, please include any medications you're taking.

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**HOST VOLUNTEERS**

Rock Camp DOES NOT PROVIDE LODGING OR TRANSPORTATION. If you live outside the New York City area and need to stay with another volunteer, or if you are in New York and can offer housing, please indicate here:

Yes, please connect me with a host volunteer.

I would like to host a volunteer. I can accommodate \_\_\_\_ out-of-town volunteer(s).

**CHILDCARE NEEDS**

If you have any children, would you be interested in free, onsite childcare during the camp session? If so, please indicate the age(s) of your child(ren): \_\_\_\_\_

**LANGUAGE ABILITIES**

If you are comfortable speaking any languages other than English, and would be willing to provide translation help to campers, please indicate what language(s) you speak and your level:

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**Please check the boxes below if you have skills in any of the following areas and would be willing to donate your time during the camp session and/or during the year:**

- Bookkeeping/Quickbooks       Grantwriting       Video (shooting & editing)  
 Gear Hauling/Vehicle       Instrument repair       Other \_\_\_\_\_

Your name: \_\_\_\_\_

**ADDITIONAL OPTIONAL INFORMATION**

Creating a team of volunteers that reflects the diversity of New York City communities is a camp priority. In addition, some of our funders request information about the composition of our volunteer group. Providing any or all of the following information –all of which will be kept confidential and used for collective profile purposes only – will help us meet our diversity goals and help us continue to receive funding for future camp sessions.

**RACIAL/ETHNIC IDENTITY (optional)**

*Please check any and all that apply **OR** write in your preferred identity.*

- Asian/Pacific Islander       Black/African-American/Caribbean-American  
 Chicana/Latina               Middle Eastern/Arab American               Native American  
 White/European American       Other \_\_\_\_\_

Write-in: \_\_\_\_\_

**AGE (optional)**

Date of Birth (mm/dd/yyyy): \_\_\_/\_\_\_/\_\_\_\_

**ESTIMATED INCOME (optional):** \$ \_\_\_\_\_

**WHAT IS YOUR DAY JOB? (optional)** \_\_\_\_\_

Your name: \_\_\_\_\_

**VOLUNTEER JOB SIGN-UP**

PLEASE read the descriptions above before filling out this section!! Feel free to sign up for one job or several. For camp week jobs, be sure to indicate which session(s) you'd like to sign up for.

**CAMP WEEK JOBS**

Feel free to sign up for more than one job. Please note that counselors are very busy during the camp week, and will not be assigned to any additional positions.

\_\_\_ **Counselor** \_\_\_ Girls Session 1 \_\_\_ Girls Session 2

What age group do you prefer working with? Circle one or more:

8 - 10 / 11 - 13 / 14 - 18

If you are a musician, please indicate which, if any, instruments you play:

Drums / Vocals / Guitar / Bass / DJ (turntables) / Keyboard  
Other \_\_\_\_\_

\_\_\_ **Instrument Instructor** \_\_\_ Session 1 \_\_\_ Session 2 \_\_\_ LRC I \_\_\_ LRC II

Please specify which instrument you'd like to teach. Circle no more than two.

Drums / Vocals / Guitar / Bass / DJ (turntables) / Keyboard / Sound & Recording  
Other \_\_\_\_\_

\_\_\_ **Band Coach** \_\_\_ Session 1 \_\_\_ Session 2 \_\_\_ LRC I \_\_\_ LRC II

Please indicate which instruments you play:

Drums / Vocals / Guitar / Bass / DJ (turntables) / Keyboard  
Other \_\_\_\_\_

\_\_\_ **Workshop Leader** \_\_\_ Session 1 \_\_\_ Session 2 \_\_\_ LRC I \_\_\_ LRC II

Please indicate what topic you'd like to address (If you need more space, feel free to attach an additional sheet to your application): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_ **Roadie** \_\_\_ Session 1 \_\_\_ Session 2 \_\_\_ LRC I \_\_\_ LRC II

Please circle the day(s) of the week you are available. If these exact times do not suit you, please indicate your specific needs. Ladies Rock Camp schedule t.b.d.

Morning shift: 9 a.m. - 1 p.m.

Afternoon shift: 1 - 6 p.m.

M T W Th F

M T W Th F

Other availability: \_\_\_\_\_

Your name: \_\_\_\_\_

**Receptionist**    Session 1    Session 2    LRC I    LRC II

Please circle the day(s) of the week you are available. If these exact times do not suit you, please indicate your specific needs.

Morning shift: 8:15 a.m. – 1 p.m.

Afternoon shift: 1 - 6 p.m.

M   T   W   Th   F

M   T   W   Th   F

Other availability: \_\_\_\_\_

**Childcare**    Session 1    Session 2    LRC I    LRC II

Please circle the day(s) of the week you are available. If these exact times do not suit you, please indicate your specific needs.

Morning shift: 8:15 a.m. – 1 p.m.

Afternoon shift: 1 - 6 p.m.

M   T   W   Th   F   S   Su

M   T   W   Th   F   S   Su

Other availability: \_\_\_\_\_

**Floater**    Session 1    Session 2    LRC I    LRC II

Please circle the day(s) of the week you are available. If these exact times do not suit you, please indicate your specific needs. Ladies Rock Camp schedule t.b.d.

Morning shift: 8:30 a.m. – 1 p.m.

Afternoon shift: 1 - 6 p.m.

M   T   W   Th   F   S   Su

M   T   W   Th   F   S   Su

Other availability: \_\_\_\_\_

**Kitchen Team**    Session 1    Session 2    LRC I    LRC II

Please circle the day(s) of the week you are available. If these exact times do not suit you, please indicate your specific needs. Ladies Rock Camp schedule t.b.d.

Morning shift: 8:00 a.m. – 1 p.m.

M   T   W   Th   F   S   Su

Lunch shift: 11 a.m. – 2 p.m.

M   T   W   Th   F   S   Su

Afternoon shift: 2 - 6 p.m.

M   T   W   Th   F   S   Su

Other availability: \_\_\_\_\_

Your name: \_\_\_\_\_

**Willie Mae Rock Camp for Girls  
Volunteer Questionnaire**

✎ Are there subjects or activities outside of those listed in the application and schedule that you would be interested in bringing to camp this year?

✎ Anything else you want to let us know?

**The deadline for submitting volunteer applications is Friday May 22<sup>nd</sup>, 2009.**

So that we may better match your skills and schedule with our volunteer needs, please completely fill out the application and return it to:

**Willie Mae Rock Camp for Girls  
45 Main Street, Suite 614  
Brooklyn, NY 11201**

If you have questions about any of the jobs or the application, the best way to get in touch is to drop us a line at [volunteer@williemaerockcamp.org](mailto:volunteer@williemaerockcamp.org). You can also leave a message at (212)777-1323 and we will call you back as soon as possible. Thanks again!