

Hunterdon **Art** Museum

center for art, craft & design

Dear Potential Summer Camp Volunteer,

Thank you for your interest in volunteering at the Hunterdon Art Museum. HAM volunteers are a key ingredient of our summer art program in a number of important ways that range from offering encouragement and support to younger children to specific activities such as daily clean-up. The role of a HAM Summer Camp volunteer is challenging and requires an individual who is responsible, dependable, and self-motivated. We are looking for volunteers to act as studio assistants and staff liaisons; therefore, your application and correspondence must come from **you**, the potential volunteer; **inquiries from parents on behalf of their children will not be considered**. HAM summer camp volunteers must be capable of being responsible for and working with children as well as acting as a positive role model. **Please note that applications are due by the end of the day May 13th, 2024.**

In order to learn about you and your specific talents and skills please complete the following forms and email them to kate@hunterdonartmuseum.org or send by mail to Hunterdon Art Museum, 7 Lower Center St, Clinton, NJ 08809 Attn: Kate Mahoney

1. HAM Helper Application
2. HAM Helper Contact Information *
3. HAM Summer 2023 Camp Schedule*
4. (2) HAM Helper Reference Forms

*If you were a HAM Helper last year, please just complete the contact information and schedule forms.

Applicants who best fit the requirements of the program will be contacted for an orientation and informed of their eligibility as a HAM helper as soon as possible.

If you would like more information before applying, please email kate@hunterdonartmuseum.org. Thank you for your consideration and your efforts to participate in the HAM Helpers program.

This information is being distributed by this school district at the request of the organization. The District's distribution of this literature is purely a courtesy to our parents and students, and therefore, it is in no way an endorsement by the District.

HAM HELPER CONTACT INFORMATION

Please Print Legibly

Name _____ Date _____

Telephone # _____ Cell Phone _____ Email Address _____

Age (must be 16 or older) _____ Grade Entering _____

Address _____

City

State

Zip

Guardian Name(s) For Emergency Contacts _____

Home Telephone # _____

Business # (Parent/Guardian 1) _____ Cell # (Parent/Guardian 1) _____

Business # (Parent/Guardian 2) _____ Cell # (Parent/Guardian 2) _____

Please provide the name and number of at least one alternative contact: person (s) who will assume care of HAM Helper if parent is unreachable.

Name _____ Telephone # _____

Name _____ Telephone # _____

List any known allergies/other conditions needing special consideration:

Physician's Name _____ Telephone # _____

Dentist's Name _____ Telephone # _____

In case of accident or serious illness, I request that I/we be contacted. I hereby give permission for emergency medical treatment, which will include, but not be limited to, initial diagnostic x-rays and other such procedures as the physician may deem necessary for the preservation of health.

As part of a camp activity, Helpers may leave the Hunterdon Art Museum building for short walking trips. Destinations will include locations such as the museum terrace, Red Mill property, local Clinton parks, Just Chill, etc. I hereby give my child permission to leave the Museum for the purpose stated above.

Date

Signature of Parent/Guardian if HAM Helper is under age of 18.

HAM HELPER APPLICATION

What will I be doing as a HAM Helper? Helpers get an amazing hands-on experience working with children in an art based environment throughout the day. Each day will require a combination of creative people skills combined with the daily activities involved in running an art camp smoothly; from setting up art supplies, assisting campers with their artwork, to cleaning palettes!

1. What qualities and skills do you have to offer as a potential HAM Helper?

2. What do you hope to gain from this experience?

3. Have you volunteered with the Hunterdon Art Museum in the past? If so, when and what did you enjoy about volunteering here?

4. Two references must be completed with these forms. References may be sent separately from other forms if those providing the references wish to send them on their own. Please make sure your name and information is on the references to make it easy to match up with your application. If you are having trouble getting reference forms filled out please contact us.

ALL FORMS, INCLUDING REFERENCE FORMS, SHOULD BE SENT TO:

Kate Mahoney, Education Coordinator
kate@hunterdonartmuseum.org

HAM Summer Camp 2024 Schedule

Please check the weeks that you are interested in / available to volunteer as a HAM Helper. Please also circle **ALL DAY** (8:30am to 4:30pm), **A.M.** (8:30am to 12:30pm), **OR P.M.** (12:30pm to 4:30pm). Please note: All Helpers are asked to commit to **at least two shifts** (the weeks do not have to be consecutive).

_____ Week 1: June 17 – 21	ALL DAY	A.M.	P.M.
_____ Week 2: June 24 – 28	ALL DAY	A.M.	P.M.
_____ Week 3: July 1 – 3*	ALL DAY	A.M.	P.M.
_____ Week 4: July 8 – 12	ALL DAY	A.M.	P.M.
_____ Week 5: July 15 - 19	ALL DAY	A.M.	P.M.
_____ Week 6: July 22 - 26	ALL DAY	A.M.	P.M.
_____ Week 7: July 29 – August 2	ALL DAY	A.M.	P.M.
_____ Week 8: August 5 - 9	ALL DAY	A.M.	P.M.
_____ Week 9: August 12 - 16	ALL DAY	A.M.	P.M.

**Please note, there is no camp on July 4 & 5.*

HAM Helpers Orientation

All HAM Helpers, both those new and returning, will need to attend the group orientation on Monday, June 10th from 3:30-5:00pm.

HAM HELPER REFERENCE FORM

Applicant Name: _____ Date: _____

Reference Name: _____

Reference Phone/Email Address: _____

Relationship to Applicant: _____

How long have you known the applicant? _____

HAM Helpers perform a variety of duties from assisting teachers and staff during camp and lunch hour to cleaning palettes and sweeping. Helpers get a lot of hands-on experience working with children, but much help is needed with set-up, clean-up, and checkout each day. Helpers are an integral part of the camp program. Their work helps ensure that camp runs smoothly. Please help us assess the suitability of the applicant to be a HAM Helper by rating them on the following traits.

Leadership

1	2	3	4	5
Poor				Excellent

Responsibility

1	2	3	4	5
Poor				Excellent

Respect (for authority and for others in general)

1	2	3	4	5
Poor				Excellent

Dependability

1	2	3	4	5
Poor				Excellent

Trustworthiness

1	2	3	4	5
Poor				Excellent

Please include any additional comments below or on the back of this sheet.

Please return this form by **May 13, 2024** to the applicant or kate@hunterdonartmuseum.org
or mail to: Hunterdon Art Museum, 7 Lower Center St., Clinton, NJ 08809

Thank you for your time and assistance.

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