



Welcome to a summer of creativity at the Summer Art Academy!

Our summer arts program was developed to offer parents and their children a refreshing alternative to traditional summer day camps by creating days filled with engaging and enriching workshops in the arts.

Whether it's cooking or ceramics, theater or pastels, our mission is to provide a dynamic, nurturing environment that encourages children to discover their unique, creative talents.

Small class sizes, inspirational artists and skilled teachers insure that all children have the opportunity to discover what great things they can accomplish. To that end, we look for instructors who will foster in children new ways of thinking, seeing and doing.

Academy workshops are developed to provide enrichment and experiences not available during the regular academic year within a framework designed to be challenging and developmentally appropriate for each child or group.

It is hoped that children who join us this summer come away with new skills and confidence, new strategies for learning and a stronger creative foundation that will encourage them to further explore the diversity of their world.

David Wohlstadter
Director



CAMP STRUCTURE

The Summer Art Academy

Locations: Temple Beth Hillel, 12326 Riverside Drive, Valley Village 91607

Date: June 18th - Aug 10th

Sessions: June 18th - July 13th and July 16th - Aug 10th
Two, 4 week sessions.

Ilan Ramon, 27400 Canwood Street, Agoura Hills, 91301

Date: June 25th - Aug 17th

Sessions: June 25th - July 20nd and July 23th - Aug 17th
Two, 4 week sessions.

General:

Workshops: Will run either M,W,F and/or T-TH

Workshop Lengths: 1:10

Workshop per Day: 2-4

Options: Teachers may elect to teach 5 Days / 3 Days or 2 Days per week

Upper Camp: 7-11 year olds (1st-6th grades)

Art Camp 101: 5 & 6 year olds

Camp Hours: 8:45am – 3:30pm

Kids per Class: 15 - 16

Assistants: 1 Chef Assistant, 1 Lead Counselor, 1-2 Teen Volunteers

Daily Schedule:

8:00 - 8:45 AM - Kids drop off, teachers arrive and prep as needed

8:45 – 9:00 AM - All teachers assemble for workshops.

9:00 - 10:10 AM - Workshops

10:10 - 10:35 AM - Mid-morning snack break, teacher prep next workshop

10:35 – 11:45 PM - Workshops

11:45 – 12:45 PM - Lunch and free play, teacher lunch and prep next workshop

12:45 – 1:55 PM - Workshops

1:55 – 2:20 PM - Afternoon Break, teacher prep next workshop

2:20 – 3:30 PM - Workshops

3:30 - Pick-up, teachers wrap up classrooms

3:30 - 6:00 PM - Extended Care



OUR WORKSHOP TEACHERS
The Summer Art Academy

Minimum Qualifications :

- Desire and ability to work with children 7 to 11 years olds and/or 5 and 6 year olds in our Art Camp 101 program.
- Must be extremely responsible and passionate about cooking.
- Exhibit good character, integrity, enthusiasm, sense of humor and patience
- Must provide your own transportation to and from camp. Must arrive on time and be completely prepared for class.
- Create all lesson plans
- Prep/Shop for all supplies/food needed to run each class.
- Manage a support staff & give directions to all assistants.
- Willingness to assist children in our cooking workshops so that each child experiences success during camp.
- Help children with culinary skills if asked or if they are having trouble.
- To direct set-up, prep and clean-up.
- Set a good example for children, including cleanliness, punctuality, sharing and manners.
- Encourage respect for personal property, camp equipment and kitchen supplies.
- To efficiently and consistently complete the daily jobs assigned WITHOUT having to be asked.

We are looking for workshop teachers who are:

- Loved by the kids
- Trustworthy and responsible
- Consistently energetic and upbeat
- Consistently positive and respectful
- Always mentally involved
- Consistently verbally involved
- Flexible

We are looking for workshop teachers who :

- To take pride in their job performance.
- Take initiative
- Plan in advance and are organized
- Get along well with and respected by peers
- Love to work with kids!



JOB RESPONSIBILITIES

The Summer Art Academy

Job Responsibilities include, but are not limited to, the following:

- To teach a dynamic, well-planned and organized workshop that will encourage children to discover their unique, creative talents.
- To develop your workshop curriculum so it is challenging yet developmentally appropriate for each group. Workshop goals should be easily accomplished within the session.
- To use the pre-session prep times to make sure that you know what space you will be teaching in, how it should be organized and what additional items, other than art materials, need to be available.
- To attend the **mandatory** pre-camp meeting in June. All new teachers will be present. Date, time and location to be announced.
- To be prepared in advance of each workshop and to arrive ON-TIME. All prep work should be completed before starting time of each workshop.
- To purchase, in advance, all necessary materials needed to teach your workshop. Materials request shall be approved in advance and will be re-imbursed. Please submit all supporting receipts. For those workshops needing materials, please plan on \$2.00 per child per workshop.
- To leave your workshop space clean and organized for the next teacher. To box up and clean out workshops at the end of each session of all left over supplies. The Summer Art Academy will not store left over teacher supplies.
- To wear the Art Camp t-shirts on the first two days and last two days of each session. Provided at no cost.
- To inform the director or assistant director in advance if you cannot make it to class due to illness or injury or if you will be late.
- To be inspiring, enthusiastic, caring, understanding and most of all to have fun with the kids.

Application for Interview as
COOKING TEACHER
The Summer Art Academy

There is no application deadline. Hiring is ongoing until all positions are filled.
Interviews are generally held at our locations from JANUARY through the end
of FEBRUARY, or until all spots are filled, whichever comes first.
Please feel free to attach a resume to this application.

NAME: _____

ADDRESS _____

CITY: _____ ZIP: _____

PHONE: _____

FAX: _____

CELL PHONE: _____

EMAIL: _____

SS#: _____

CURRENTLY TEACHING AT:

NUMBER OF YEARS TEACHING K-6: _____

NAMES OF COURSES I COULD TEACH AT ART CAMP:

AGES OF CHILDREN I AM INTERESTED IN TEACHING (5-6yr olds or 7-11yr olds)

Payscale per Workshop: \$38 per workshop for 1st year teachers, \$40 per workshop for 2nd year teachers, \$42 per workshop for 3rd year teachers, \$44 for 4th year teachers and \$46 for 5th year teachers, \$48 for 6th year teachers, \$50 for 7th year teachers and above. Workshops are 1:10 in length.

All teachers are hired as 1099 employees. Workshop fee includes planning workshop curriculum for session(s) and set up time before each class. Materials required for workshops will be paid for by the Summer Art Academy but shopped for and picked up by the workshop teacher as needed and approved for in advance by director. Teachers will be required to sign the Academy's responsibilities code and attend a pre-camp meeting. Payroll will be every two weeks.

JOB DATES AND LOCATIONS

Art Camp has two sessions. Most teachers are hired to teach two workshops or more when possible in a given session, ie: Session One M/W/F
However, we sometimes have just one opening in a session.

NAME: _____

LOCATION INTERESTED IN:

Valley Village Agoura Hills

CHECK OFF ALL THE TIMES YOU CAN WORK

Valley Village Campus

1ST SESSION: June 18th- July 13th 4 WEEKS

I can work Session One M/W/F these times

9:00A – 10:10A 10:35A – 11:45P 12:45P – 1:55P 2:20P – 3:30P

I can work Session One T/TH these times

9:00A – 10:10A 10:35A – 11:45P 12:45P – 1:55P 2:20P – 3:30P

2nd SESSION : July 16th-Aug 10th 4 WEEKS

I can work Session Two M/W/F these times

9:00A – 10:10A 10:35A – 11:45P 12:45P – 1:55P 2:20P – 3:30P

I can work Session Two T/TH these times

9:00A – 10:10A 10:35A – 11:45P 12:45P – 1:55P 2:20P – 3:30P

Please consider me to work the Art Camp 101 program with 5 - 6 year olds: **Yes** **No**

Agoura Hills Campus

1ST SESSION: June 25th- July 20th 4 WEEKS

I can work Session One M/W/F these times

9:00A – 10:10A 10:35A – 11:45P 12:45P – 1:55P 2:20P – 3:30P

I can work Session One T/TH these times

9:00A – 10:10A 10:35A – 11:45P 12:45P – 1:55P 2:20P – 3:30P

2nd SESSION: July 23th- Aug 17th 4 WEEKS

I can work Session Two M/W/F these times

9:00A – 10:10A 10:35A – 11:45P 12:45P – 1:55P 2:20P – 3:30P

I can work Session Two T/TH these times

9:00A – 10:10A 10:35A – 11:45P 12:45P – 1:55P 2:20P – 3:30P

Please consider me to work the Art Camp 101 program with 5 – 6 year olds: **Yes** **No**

SUMMER CAMP EXPEREINCE

Please list and explain other camp/recreation/museum/afterschool programs you have taught at in the past:

- 1. _____
- 2. _____
- 3. _____
- 4. _____

JOB RELATED EXPEREINCE

Please list and explain all of your experience of working with children. Specify the age group and sex with which you worked, the dates and length of each job.

Cooking Related: _____

Other: _____

COOKING BACKGROUND

University Level: _____

Degrees: _____

Graduate Level: _____

Degrees: _____

REFERENCES

<u>Name</u>	<u>Phone Number*</u>	<u>Relationship</u>	<u>Email Address*</u>
1. _____			
2. _____			
3. _____			

*Please make sure phone numbers and email are current

PLEASE ANSWER THE FOLLOWING QUESTIONS

There are a lot of different summer jobs a teacher could get. Why does this particular job interest you?

Briefly describe the type of cooking classes you would be interested in teaching at Art Camp. Please include the best age range for these classes (Art Camp 101 or Upper Camp).

What other summer positions, if any, are you applying for?

Describe one typical mistake a teacher might make in dealing with/handling a child/children in a workshop? Please explain why the action you describe would be considered a mistake.

What do you expect to personally gain from working this summer at The Art Academy?

Have you ever been arrested and convicted of a crime involving drugs, sex or violence?

Yes / No

If yes, please explain: _____

PLEASE READ CAREFULLY, INITIAL EACH PARAGRAPH AND SIGN BELOW

_____ I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

_____ I hereby authorize The Summer Art Academy to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to The Summer Art Academy any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release The Summer Art Academy, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

_____ I hereby agree to submit to binding arbitration all disputes and claims arising out of the submission of this application. I further agree, in the event that I am hired by The Summer Art Academy, that all disputes that cannot be resolved by informal internal resolution, which might arise out of my employment with The Summer Art Academy, whether during or after that employment, will be submitted to binding arbitration. I agree that such arbitration shall be conducted under the rules of the American Arbitration Association. This application contains the entire agreement between the parties with regard to dispute resolution, and there are no other agreements as to dispute resolution, either written or oral.

_____ I understand that nothing contained in the application, or conveyed during any interview, which may be granted, or during my employment, if hired, is intended to create an employment contract between The Summer Art Academy and me. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or The Summer Art Academy, and that no promises or representation contrary to the foregoing are binding on The Summer Art Academy unless made in writing and signed by me and The Summer Art Academy's designated representative.

Applicant's Signature _____ Date _____

Once the above application is complete either email (PDF) or mail to 4130 Greenbush Ave., Sherman Oaks, CA. 91423. We will then call to schedule an interview with you. Please bring your original application and any personal resume with you as well. Thank you for your interest in The Summer Art Academy.

**Email: david@summerartacademy.com
Ashley.crosner@gmail.com (Agoura Campus)
goddesseliza@yahoo.com (Valley Village Campus)**

The Summer Art Academy is an Equal Opportunity Employer and does not discriminate against race, color, sex creed or national origin.