

Employment Options for Staff during Camp

Many of the youth living in our residences attend summer camp. These children live in Holley Center, Fisher Hall, Davis House, Laurie Haven, Cedar Brook, Estelle Manor, Muller IRTS and select DD programs. The exact dates of camp are determined each year.

Below are the three scenarios and corresponding options that are available to staff during camp:

Scenario One: An employee works at one of the residences going to camp.

The employment options during camp are a combination of the following:

1. Work at camp
2. Work at primary residence
3. Work at different residence
4. Attend Summer Institute
5. Take vacation time
6. Take personal time
7. Take time without pay

Using these seven options, every residential employee must create an “Employment Plan during Camp” with her/his Administrator that accounts for each day in which the children are at camp. All employees who are interested in choosing the option to work at a residence must justify this request with the Administrator.

Scenario Two: An employee does not work at one of these residences and works at camp.

You will be hired separately as a camp employee and the employment options for your primary job are a combination of the following:

1. Take vacation time
2. Take personal time
3. Take time without pay

Using these three options, these employees must create an “Employment Plan during Camp” with her/his Supervisor that accounts for each day in which the children are at camp.

Scenario Three: An employee is working in the first session of summer school.

The option to work at camp is not available.

Employment Plans will be reviewed and approved by the respective regional Vice President.