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| **2023-2024 Camp Stella Maris Staff Calendar** |

Application and Interview Dates\*

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| **November 2023** |  | **December 2023** |  | **Nov 1** | Application Opens for all positions |
| Su | Mo | Tu | We | Th | Fr | Sa |  | Su | Mo | Tu | We | Th | Fr | Sa |  | **Nov 26** | **Core**/Management Staff Applications Due |
|  |  |  | 1 | 2 | 3 | 4 |  |  |  |  |  |  | 1 | 2 |  |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |  | 3 | 4 | 5 | 6 | 7 | 8 | 9 |  | **Dec 4-8, 11-15** | **Core**/Management Staff Interviews |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |  | 10 | 11 | 12 | 13 | 14 | 15 | 16 |  |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |  | 17 | 18 | 19 | 20 | 21 | 22 | 23 |  | **Jan 1** | **Returning Cabin** Staff Applications Due |
| 26 | 27 | 28 | 29 | 30 |  |  |  | 24 | 25 | 26 | 27 | 28 | 29 | 30 |  |
|  |  |  |  |  |  |  |  | 31 |  |  |  |  |  |  |  | **Jan8-12, 15-19** | **Returning Cabin** Staff Interviews |
| **January 2024** |  | **February 2024** |  |
| Su | Mo | Tu | We | Th | Fr | Sa |  | Su | Mo | Tu | We | Th | Fr | Sa |  | **Jan 15** | **New Staff** Applications Due |
|  | 1 | 2 | 3 | 4 | 5 | 6 |  |  |  |  |  | 1 | 2 | 3 |  | **Feb****19-23** | Interviews for **2023 CITs** Applying to Staff |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |  | 4 | 5 | 6 | 7 | 8 | 9 | 10 |  |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |  | 11 | 12 | 13 | 14 | 15 | 16 | 17 |  |  |  |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |  | 18 | 19 | 20 | 21 | 22 | 23 | 24 |  |
| 28 | 29 | 30 | 31 |  |  |  |  | 25 | 26 | 27 | 28 | 29 |  |  |  | **Late Jan-Mar** | **New Staff** Interviews(**non-2022 CITs**) |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

*\* Applicants are welcome to apply after posted deadlines, as we will continue to conduct interviews until our staffing needs are met.
Please note that if you were a 2023 CIT and you submit your staff application prior to the January 15 deadline, you are guaranteed an interview.*

Training and Summer Camp Dates

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| **May 2024** |  | **June 2024** |  | **May 20-22** | Management Training (Core Only) |
| Su | Mo | Tu | We | Th | Fr | Sa |  | Su | Mo | Tu | We | Th | Fr | Sa |  | **May 31** | Core arrives for New Staff Orient |
|  |  |  | 1 | 2 | 3 | 4 |  |  |  |  |  |  |  | 1 |  | **June 1** | New Staff Orientation (Core & New) |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |  | 2 | 3 | 4 | 5 | 6 | 7 | 8 |  | **June 2** | Open House (All Staff) |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |  | 9 | 10 | 11 | 12 | 13 | 14 | 15 |  | **Jun 16-22** | Prior to Pre-Camp Set-up(Core only)6/18-20 International Staff Arrive |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |  | 16 | 17 | 18 | [19](https://www.calendarpedia.com/) | 20 | 21 | 22 |  |
| 26 | 27 | 28 | 29 | 30 | 31 |  |  | 23 | 24 | 25 | 26 | 27 | 28 | 29 |  | **Jun 23-28** | Pre-Camp Staff Training Week |
|  |  |  |  |  |  |  |  | 30 |  |  |  |  |  |  |  | **Jun30-July 6** | B Week |
| **July 2024** |  | **August 2024** |  | **Jul 7-12** | C Week |
| Su | Mo | Tu | We | Th | Fr | Sa |  | Su | Mo | Tu | We | Th | Fr | Sa |  | **Jul 14-20** | D Week |
|  | 1 | 2 | 3 | 4 | 5 | 6 |  |  |  |  |  | 1 | 2 | 3 |  | **Jul 21-26** | E Week |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |  | 4 | 5 | 6 | 7 | 8 | 9 | 10 |  | **July 27** | CSM Staff Alumni Event (Optional) |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |  | 11 | 12 | 13 | 14 | 15 | 16 | 17 |  | **Jul 28-Aug 3** | F Week |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |  | 18 | 19 | 20 | 21 | 22 | 23 | 24 |  | **Aug 4-9** | G Week |
| 28 | 29 | 30 | 31 |  |  |  |  | 25 | 26 | 27 | 28 | 29 | 30 | 31 |  | **Aug 11-17** | H Week |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **Aug 18-23** | I Week |

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| **May20-22** | **Management Training**: (**CORE STAFF ONLY**) May 20 (5 pm) - May 22 (12 pm) Important Dates and Information(Head Counselor, Program Director, COD, Area Directors, Head Division Director, Division Directors, Day Camp Directors, LIT/CIT Directors) |
| **May 31****-Jun 2** | **New Staff Orientation**: (**CORE & NEW STAFF**) Departure June 2 (~ 3:30 pm) Arrival Core Staff: 6:00pm(May 31) New Staff:9:00 am (June 1)*\* Not mandatory for new support staff, but new support staff welcome to join June 1 for a.m. and lunch.* *\* Returning cabin staff are welcome to join at 5 p.m. on June 1, and stay the night.**\* Meals, staff shirt and overnight accommodations will be provided. \* Need to bring bedding, pillow, hygiene items etc.* |
| **June2** | **Open House**: (**ALL STAFF**) Departure ~ 3:30 pm Arrival Returning Staff: 10:30am New Staff and Core: Already at CSM *\* Support staff are not required to attend, unless specifically addressed.**\* Families will be visiting from 12-3 pm to tour resident and day camp facilities and meet staff members.* |
| **TBD** | **CPR/AED for Professional Rescuers**:  **Valid CPR certification is only required for lifeguards and medical staff.****PLEASE NOTE:** CPR certifications must have been taken on or after August 18, 2023, to be valid. |
| **TBD** | **Adventure/Archery/Waterfront Skills Module Training:** Trainings for these certifications will be announced at a later date.LIFEGUARDS NEED: Valid lifeguarding, CPR, and Waterfront Skills Certification*\*Area Staff Assignments will be given the week of May 27* |
| **June*****16-22*** | **Prior to Pre-Camp Set-up**:  6/16-6/19 All Core staff come in to prepare their areas and programs.Other staff may be asked to attend to be determined at a later date.*6/18-6/20 International staff will arrive.**6/20 Planning Day for Area Directors**6/21 New International Staff Orientation**6/22 Cultural Day for International Staff* |
|  |
| **June23-28** | **Pre-Camp Staff Training Week**: (**ALL STAFF**) Departure June 28 (~ 5:00 pm)Arrival Core Staff: 4 pm Returning Staff: 5:00 pm New Staff:6:30 pm *\*Hourly and commuter staff will be given specific times to report.* |
| **June** **26** | **CSM Appreciation Dinner**: Dine with CSM Board members, volunteers, and friends. |
| **Aug 24** | **Camp Clean-up Day**  **9am-2pm**Additional compensation and a limited-edition item will be given to those who participate. |

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| **Weekly Arrival and Departure Times** |
| **RESIDENT CAMP** | **DAY CAMP** |
| Arrival | Departure | Arrival | Departure |
| **Sunday**Division Director 10:30/11amAll Core 12 pmCabin 12:30 pmOther Live-ins 1:10pm\* These times indicate the start time of a required meeting. You are expected to be at your assigned area and dressed in your staff t-shirt by this time.\*Times are subject to change based on necessary regulatory adjustments. | **Friday**All Staff 7:30 pm**Saturday** All Staff 11:30 am\* These times are approximations. All staff (including live-in kitchen and live-in day camp) are released together when all of Camp is reset for the next week. | **Sunday**Live-in Day Camp 1:10 pm**Monday**Commuter Staff 8:30 am \* Staff shirt worn on Mon\*Times are subject to change at the discretion of the Day Camp Director.\*Day Camp staff will take turns covering early drop-off at 7:30 am | **Friday**Live-in staff will be released with resident staff at 7:30 pm **Saturday**Live-in staff will be released with resident staff 11:30 am\*Commuter staff will be released daily ~5:30 pm |