

# Hunterdon **Art** Museum

center for art, craft & design

**Revised:** May 2020

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 and all forms are due by the end of the day **Friday, June 12, 2020**. No applications will be accepted after June 12.

In order to learn about you and your specific talents and skills please complete the following forms and email them to [caitlin@hunterdonartmuseum.org](mailto:caitlin@hunterdonartmuseum.org):

1. HAM Helper Application
2. HAM Helper Contact Information
3. HAM Summer 2020 Camp Schedule\*
4. (2) HAM Helper Reference Forms

**\*Please note that due to COVID-19 and in the interest of everyone's safety some weeks of summer camp may be cancelled. I will be in contact with applicants about any alterations to the camp schedule.**

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 feel free to contact me through email. Thank you for your consideration and your efforts to participate in the HAM Helpers program. I look forward to meeting with you.

Sincerely,

Caitlin Vitalo  
Education Coordinator  
[caitlin@hunterdonartmuseum.org](mailto:caitlin@hunterdonartmuseum.org)

# 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 patio, Red Mill property, local Clinton parks, J.J. Scoops, 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; everything you can imagine from sweeping floors to cleaning palettes!

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

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

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

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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 Caitlin Vitalo at [Caitlin@hunterdonartmuseum.org](mailto:Caitlin@hunterdonartmuseum.org)**

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

**[caitlin@hunterdonartmuseum.org](mailto:caitlin@hunterdonartmuseum.org)**

# HAM Summer Camp 2020 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).

Please note that due to COVID-19 and in the interest of everyone's safety some weeks of summer camp may be cancelled. Caitlin Vitalo ([caitlin@hunterdonartmuseum.org](mailto:caitlin@hunterdonartmuseum.org)) will be in contact with applicants about any alterations to the camp schedule.

|   |         |      |      |
|---|---------|------|------|
| <input type="checkbox"/> Week 1: June 22 – 26                               | ALL DAY | A.M. | P.M. |
| <input type="checkbox"/> Week 2: June 29 – July 2 ( <i>No camp July 3</i> ) | ALL DAY | A.M. | P.M. |
| <input type="checkbox"/> Week 3: July 6 – 10                                | ALL DAY | A.M. | P.M. |
| <input type="checkbox"/> Week 4: July 13 – 17                               | ALL DAY | A.M. | P.M. |
| <input type="checkbox"/> Week 5: July 20 - 24                               | ALL DAY | A.M. | P.M. |
| <input type="checkbox"/> Week 6: July 27 - 31                               | ALL DAY | A.M. | P.M. |
| <input type="checkbox"/> Week 7: August 3 – 7                               | ALL DAY | A.M. | P.M. |
| <input type="checkbox"/> Week 8: August 10 - 14                             | ALL DAY | A.M. | P.M. |
| <input type="checkbox"/> Week 9: August 17 - 21                             | ALL DAY | A.M. | P.M. |

## HAM Summer Camp 2020 Orientation

All HAM Helpers, both those new and returning, will need to attend the group orientation to meet the staff and other volunteers. Please indicate which orientation session you will be able to attend:

Thursday June 18, 5:30 pm – 7:00 pm

Friday June 19, 5:30 pm – 7:00 pm

**These dates are subject to change pending the museums ability to reopen to the public. You will be notified in advance if alternate orientation dates are scheduled.**

If you have questions or would like to discuss anything regarding the different weeks please feel free to email or call me at [caitlin@hunterdonartmuseum.org](mailto:caitlin@hunterdonartmuseum.org) or 908.735.8415 ext. 116.



