



## DAY CAMP LEADER APPLICATION for AEF K-8 SUMMER ACADEMY 2024

February 22, 2024

FROM: Amy Tambara, AEF K-8 Summer Academy Coordinator

RE: **Alhambra Educational Foundation**  
**2024 K-8 SCHOOL ACADEMY, June 3 – July 12, 2024**

You are invited to apply for a Day Camp Leader position with the AEF 2024 Elementary School Summer Academy. This is a major program run by AEF to serve students of AUSD and the community at large. We are seeking Day Camp Leaders for grades K-3. Please complete the attached application and submit with requested documents to the Alhambra Educational Foundation office. Applications will be accepted until positions are filled.

- This year's elementary K-3 Summer Academy Day Camp will be held in-person at Marguerita School 1603 S. Marguerita Ave., Alhambra, CA 91803.
- Classes will be held Monday through Friday beginning June 3 and ending on July 12.  
**Five (5) days a week for six (6) weeks.**
- Pay for Day Camp Leader salary will be \$25.00/hour. [Class time + planning time: .5 hr./day for 1:00-3:30 or 1 hr./day for 1:00-5:30] There will be no school on June 19<sup>th</sup> and July 4<sup>th</sup>. You will be paid for the holidays. There will not be any sick leave pay for days not worked.
- A mandatory curriculum training and planning day will be held on Thursday, May 30, 2024, (2:00-4:00) at Marguerita School. You will receive one day's pay for this day.
- All employees will be employees of AEF and receive Social Security credits (no PERS or STRS).
- You will be notified of the status of your application as early as possible and no later than May 12.
- All assignments are subject to sufficient class enrollments; AEF reserves the right to cancel classes based on low enrollment.
- Day Camp Leaders will have students participate in various activities such as educational enrichment, arts and crafts, indoor & outdoor games.
- Day Camp Leaders will work with the Day Camp Team Leader to develop curriculum for the classes. Classes should be fun, creative, enriching, and will not require work to be done at home.
- Day Camp Leaders will report to the AEF Summer Academy Day Camp Team Leader.
- The Summer Academy is being offered as an enrichment program for students from the Alhambra Unified School District and surrounding districts.



If you are interested in the position of Day Camp Leader for AEF's Elementary Summer Academy, please complete the attached application, and **submit to the Alhambra Educational Foundation** office. Applications will be accepted until positions are filled. You may submit the application via:

Email: [atambara@aef4kids.com](mailto:atambara@aef4kids.com)

Interoffice mail: address to AEF

U.S. Mail: 1603 Chestnut Street, Alhambra, CA 91803,

Attn: Amy Tambara

Should you have any questions regarding the AEF Summer Academy, please call the AEF office at 626-943-3080, or email [atambara@aef4kids.com](mailto:atambara@aef4kids.com).



**ALHAMBRA EDUCATIONAL FOUNDATION**  
**2024 Application for K-8 Summer Academy - DAY CAMP LEADER**

Please submit to the Alhambra Educational Foundation office. You may submit the application via email: [atambara@aef4kids.com](mailto:atambara@aef4kids.com) or U.S. Mail: 1603 Chestnut St., Alhambra, CA 91803, Attn: Amy Tambara

**\*\***(Type online, print or save and send to [atambara@aef4kids.com](mailto:atambara@aef4kids.com))

(Type or Print)

Name \_\_\_\_\_ Email address\* \_\_\_\_\_  
Last First Initial \*not AUSD email

Address \_\_\_\_\_  
Number and Street City Zip

Home Telephone \_\_\_\_\_ Cell Telephone \_\_\_\_\_

Current Work Site & District \_\_\_\_\_ Position \_\_\_\_\_

Educational background \_\_\_\_\_

List, by order of preference, the summer school grade/course you would like to teach. (1 = first choice, 2 = second choice, etc.)

- \_\_\_ Grades K-1      \_\_\_ 1:00-3:30 or      \_\_\_ 1:00-5:30
- \_\_\_ Grades 2-3      \_\_\_ 1:00-3:30 or      \_\_\_ 1:00-5:30
- \_\_\_ no preference

List special considerations, training, bilingual capability, or experience.

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## Related Experiences

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I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand that false or misleading information given in my application or interview may result in discharge. I understand that I am required to abide by all rules and regulations of the Alhambra Educational Foundation (AEF). If I am hired by AEF I understand that I am making a commitment to work the entire summer academy period, and will not plan my vacation while summer academy is in session. I agree that I have had successful work experience. I understand that all assignments are subject to sufficient class enrollment.

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(Signature of Applicant)

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(Date)

**Thank you for your interest in AEF's K-8 Summer Academy!**