



2019 Machon Application Instructions

All eligible applicants should apply to one of the Camp Coleman Machon programs by:

1. Completing and returning the online Camp Coleman Machon programs application including answers to the short essay questions. **Please note that you can't save the application once you begin, so be sure to work on your essay questions in a separate document before completing the online application.** You can find the essay questions on page 2 of this document. **The deadline for application is Friday, November 30, 2018.** The application is online at: <https://urjyouth.wufoo.com/forms/wt4nsy5Or6amng/>
2. Requesting that two people serve as references for you. If you are involved with a synagogue, one of the references should be from your Rabbi, Cantor, Educator, or Youth Director. If you went on the Coleman Israel trip, a Mitzvah Corps trip, or went to Kutz last summer, then the 2nd reference should be your leader or counselor from that program. If one or both of those don't apply to you, then please choose references that either have seen you in a leadership role (for example, a school club advisor) or have seen you work with children (for example, a day camp supervisor). **You should reach out to your references PRIOR to submitting your application.** On your application, you will need to write their name and email address. When you submit the application, your references will receive a form by email for them to fill out. They will need to fill out the reference form by December 15.
3. Supplying us with any relevant certifications or proof of training such as Lifeguard, WSI, Ropes course, etc. Please send scanned copies of your certifications to campcoleman@urj.org.
4. Having a video interview during the month of December. Shortly after you've submitted your application, you will be contacted to schedule your video interview.
5. Committing to fully participate in the program you apply to including attendance at our Machon weekend retreat, **March 15-17, 2019** at Camp Coleman. We strongly prefer when our participants can attend our spring weekend.
6. Participants will be notified of their application status by January 23, 2019. If selected to participate, families will have **2 weeks from acceptance date to register the participant in CampMinder** (our online registration system). When registering, **an \$800 nonrefundable deposit will be required** (credit card). If you are admitted into the program and do not register in CampMinder within 2 weeks, your space will become available to someone else.

All applicants must complete the application process outlined above. ***Participants will be notified by January 23, 2019 through email of their application status.***

IT IS VERY IMPORTANT THAT EACH APPLICANT READ THE APPLICATION AND THE INFORMATION SHEET FOR YOUR PROGRAM IN THEIR ENTIRETY! THE APPLICATION AND ESSAY QUESTIONS ARE TO BE FILLED OUT BY THE MACHON APPLICANT ONLY!

Short Essay Section

You will need to prepare your answers to the questions below BEFORE beginning the application. You can't save the application once you begin, so make sure to type your answers ahead of time and then copy them into the application.

Please use as much space as necessary to sufficiently answer the following questions. We are looking for applicants who will take an appropriate amount of time to reflect on their individual answers to these questions.

Questions

1. Do you have summer camp experience? If so, where and for how many years? Tell us about your experience!
2. Why do you want to be a part of this program this summer?
3. What hobbies and/or extracurricular activities do you enjoy?
4. What role does Judaism play in your life?
5. How will camp benefit from having you in the Machon Program this summer?
6. What is the most difficult thing you have ever had to do?
7. Have you ever worked directly with children before? If so, please describe.
8. What do you think are the most valuable skills a staff member should have? Why?
9. In your own terms, please define what it means to be a role model and describe a situation in which you feel you acted as a role model.
10. Is there anything else you'd like us to know about you and your application?