

Application Information and Instructions

Thank you for your interest in applying for a Camp Counselor position with the Arlington County Department of Parks and Recreation. Please review the information and application instructions below.

General Information

- Applications for camp counselors are only accepted Online.
- DPR will begin to review applications and make hiring decisions as soon as applications are received.
- Interviews are conducted on a continuous basis and applicants are encouraged to submit their application as soon as possible.
- The minimum age for employment is 15, as of May 20, 2020.
 - Please note: this is for Student Assistant positions (see requirements in position descriptions).
- Positions at the Student Assistant I & II level are extremely limited. **Applications for these positions will only be accepted from previous Arlington County camp volunteers.**
- We do not interview everyone who applies, however, you must interview in order to receive a job offer. Applicants are considered and hired based on qualifications, interviews, and natural fit with the program.

To Apply

Follow these steps:

- Visit <https://www.governmentjobs.com/careers/arlington/>
- Scroll through the job titles and select the position you are interested in.
- Within that job title, select Apply.
- If you have not previously done so, you will need to create an account.

Please review the information and application instructions closely, as they will assist you in submitting the most accurate application.

Application Information- Experience

In order to accurately account for your previous experience, please review the information below carefully. Failure to enter experience accurately may result in your application being rejected. Note: Our process does not permit us to interpret the experience and training you describe on your application.

- Resumes **may not** be used in lieu of the online NEOGOV application. Applications that are not completed and/or say “see resume” will not be considered.
- To earn accurate credit for your experience you must fill in the following:
 - How many hours per week you worked (on average)
 - The months, days and years you worked for various employers.

- Please provide full job duty/responsibilities in the descriptions in order to receive accurate credit for your past work, volunteer and training experience.
- If you have worked for Arlington County previously, please list all of your previous Arlington County positions. Prior employment does not guarantee an interview or that you have a job with us from one summer to the next. Each summer is viewed as a new process wherein we recruit for all positions.
- Be sure to tell us about applicable volunteer experience. *This is counted toward your experience requirement in the same manner as paid experience.* You may include copies of outstanding and most improved awards from previous Arlington County volunteer experiences. **You should enter your volunteer experience in the “Work” tab to ensure it is counted.**
- Previous volunteer experience does not guarantee a paid position with Arlington County.

- Info ✓
- Work (5) !
- Education (1) ✓
- ... Additional ✓
- References ✓
- Attachments ✓
- Questions
- Review
- Submit

Company/Agency Name *

This field is required

Address

City *

This field is required

State *

Select a state
▾

This field is required

Zip Code Country

Select a country
▾

Phone Website

May we contact this employer?

Yes No

Position Title * Hours/Week *

This field is required

This field is required

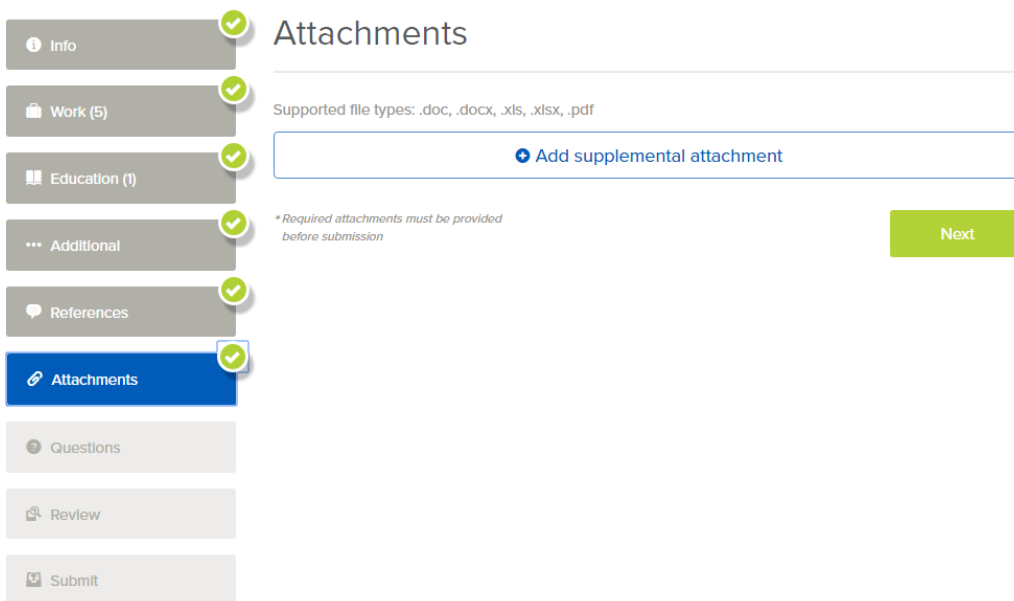
Monthly Salary Employees Supervised

Application Information- References

Candidates will be asked to provide two letters of reference from related work/school experience prior to an offer of employment. Letters of reference can be attached to the application directly.

When applying, select the “Attachments” tab and upload your letters of reference directly into the application.

Note: Inclusion of letters of reference do not imply a candidate has been selected for the position.



Attachments

Supported file types: .doc, .docx, .xls, .xlsx, .pdf

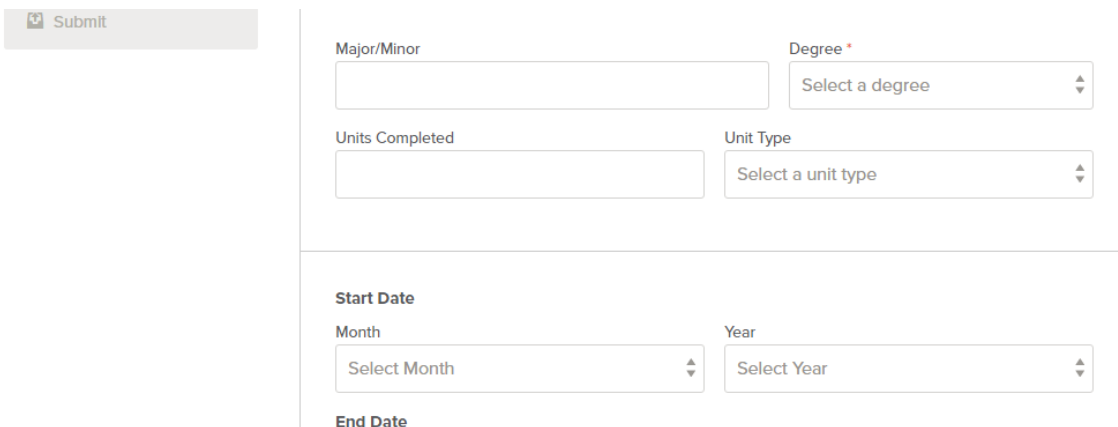
[Add supplemental attachment](#)

Next

**Required attachments must be provided before submission*

Application Information- College & University Information

- To earn accurate credit for your education you must indicate the number of college credits you have completed.



Submit

Major/Minor Degree *

Select a degree

Units Completed Unit Type

Select a unit type

Start Date

Month Year

Select Month Select Year

End Date