

Summer 2019

Dear Prospective Counselor:

The Purdue University, Gifted Education Research & Resource Institute's 2019 GERI Summer Camps are seeking enthusiastic people who would like to be Super Summer counselors working with gifted students. Counselors for our program have included Purdue undergraduate and graduate students, classroom teachers, school counselors, and others who enjoy working with gifted youth.

We are seeking counselors for our 2 camp sessions (June 10-14 and June 17-21), which offer courses for high-ability and motivated students. Being a counselor in this camp program is stimulating, challenging, rewarding, and provides a unique opportunity to gain experience interacting with gifted students.

Counselors earn a base salary of \$500 per week. All counseling positions begin with a training session on a day scheduled before the program starts.

We look forward to receiving your application. Please return it to the GERI Super Summer, Purdue University, Beering Hall 5117, 100 N. University St., West Lafayette, IN 47907-2098 or by email to [lee2417@purdue.edu](mailto:lee2417@purdue.edu). For additional information on our programs, you can always email me. Purdue University is an equal opportunity employer.

Best regards,

Hyeseong Lee

Super Summer Coordinator

[lee2417@purdue.edu](mailto:lee2417@purdue.edu)

**Purdue Super Summer Programs  
2019 Counselor Application**

Name: \_\_\_\_\_ PUID# \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Address #1:

\_\_\_\_\_  
(Street) (City) (State) (Zip)

Dates address #1 is valid: \_\_\_\_\_ Home Phone #1: ( ) \_\_\_\_\_ - \_\_\_\_\_

Address #2:

\_\_\_\_\_  
(Street) (City) (State) (Zip)

Dates address #2 is valid: \_\_\_\_\_ Home Phone #2: ( ) \_\_\_\_\_ - \_\_\_\_\_

Work Phone: ( ) \_\_\_\_\_ - \_\_\_\_\_

e-mail address (please print clearly): \_\_\_\_\_

**Purdue University Status:** Please check **all** that apply.

I am currently neither a student nor a faculty/staff member at Purdue University

I am currently a student at Purdue

full time

part time

graduate student

undergraduate student

freshman

sophomore

junior

senior

I currently work at Purdue

full time

or

part time:

**Program Preferences:** Check the all program(s) in which you would be willing to work

[ ] Super Summer I (1 week) June 10-14, 2019

[ ] Super Summer II (1 week) June 17-21, 2019

**Background Information:**

Please describe your current occupation. If you are a student, list degree program and year in school:

Previous experience with programs sponsored by the Gifted Education Resource Institute:

Previous experience with gifted students:

Relevant training in group counseling:

Personal goals that you have for your time as a staff member:

**References:**

List two references, including at least one person who has seen you work with children or who knows you well.

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ -  
\_\_\_\_\_

How does the individual know you?  
\_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ -  
\_\_\_\_\_

How does the individual know you?  
\_\_\_\_\_

In accordance with Purdue policies, all persons have equal access to Purdue University's educational programs, services, and activities, without regard to race, religion, color, sex, age, national origin or ancestry, marital status, parental status, sexual orientation, disability or status as a disabled or Vietnam-era veteran. For a more complete statement of Purdue's policies of equal access and opportunity, please contact our office. If you have any questions or concerns regarding these policies, please contact the Office of the Vice President for Human Relations at [vphr@purdue.edu](mailto:vphr@purdue.edu) or 765-494-5830.

***Application Continues on Next Page***

**Counselor Duties and Expectations:**

Super Summer Counselors will:

1. Review the staff manual and incorporate the concepts of working with gifted students in daily interactions with students. The manual is provided to all staff.
2. Work from 7:45 am to 5:30 pm daily during session
3. Prepare activities for Social and Affective Development activity sessions
4. Oversee children when class is not in session
5. Supervise lunches and extracurricular activities
6. Interact daily with each student while in the program and be available for personal and academic assistance to students.
7. Be actively involved with students during scheduled hours.
8. Carry out duties assigned by the director.
9. Respond to parental requests and questions during the program.
10. Document incidents involving students and their parents on the appropriate forms provided by the director and return all forms and comments to the director by the end of the program.

General Expectations:

1. Attend training session.
2. Arrive on your contracted start date at the specified location and time.
3. Refrain from the following behaviors:
  - Consumption of alcoholic beverages at any time while you are employed by the program.
  - Use of inappropriate language, including profanity, racial, ethnic, religious, and gender stereotyping, etc.
  - Discussing situations regarding students or staff with any other student or with staff who do not have a need to know.
5. Maintain professional relationships with staff and students at all times.

**Violations of these duties and expectations will result in sanctions, up to and including dismissal.**

**Background Check and Verification:**

Have you ever been convicted of a crime? (Include court-martial convictions and sex offender crimes against minors under the age of 18, but exclude minor traffic violations.)

Yes     No If yes, list date, charge, place, court and action taken:

A prior conviction does not necessarily mean that you cannot be employed. I understand that employment in certain jobs is conditional upon a review of criminal conviction records. I authorize the University to request and obtain, through police agencies, an investigation and report to determine the accuracy of my above answers as to prior criminal convictions, if any. I also understand that any false statement by me in this application or failure to give any material information requested will be cause for my rejection or dismissal. In addition, I have read the above Duties and Expectations and agree to abide by all requirements therein.

Date of Birth: \_\_\_\_\_

Race: \_\_\_\_\_

Your signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Return Completed Application To:** GERI Super Summer, Beering Hall, Room 5117, 100 N. University St., Purdue University, West Lafayette, IN 47907 or email to [lee2417@purdue.edu](mailto:lee2417@purdue.edu).

If you have questions, please email to **Hyeseong Lee** at [lee2417@purdue.edu](mailto:lee2417@purdue.edu) or call (765) 494-7243. Purdue University is an Equal Access/Equal Opportunity University.

GERI Super Summer Gifted Education  
Research and Resource Institution  
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Purdue University  
West Lafayette, IN 47907-1446