



## Family Work Option 2025 Application

We are so glad that your family is interested in volunteering at Holden Village! Family Option is a program that was developed to allow families with school-age children (ages 4 to 17) to serve on staff in the summer. Since Family Option has limited openings, we prioritize families who have not had a chance to attend. Adult volunteers who wish to bring children must be the parent or legal guardian of those children.

Session 1: June 6th - June 20th

Session 2: June 20th - July 4th

Session 3: July 4th - July 18th

Session 4: July 18th - August 1st

Session 5: August 1st - August 15th

Session 6: August 15th- August 29th

### Family Work Option Logistics

**Two-adult families:** Both adults participate in Garbology and Dish Team. If any of your children are under 12, one adult volunteers full-time (36 hrs/week) and one adult volunteers half-time (during youth program hours). If all of your children are 12 and over, both adults volunteer full-time (36 hrs/week).

**Single-adult families:** The adult participates in Garbology and Dish Team. If any of your children are under 12, you volunteer half-time (during youth program hours). If all of your children are 12+, you work full-time (36 hrs/week).

**All Families:** Youth 12 and over participate in Garbology and Dish Team. Snack Bar Assistant is for children only. Youth ages 14 & 15 volunteer half time in a work area in addition to Garbology and Dish Team. Youth ages 16 & 17 work full-time in a work area in addition to Garbology and Dish Team. Youth 18 and up can apply independently as adults and should submit an application according to the instructions on the [Holden Job Board](#). Work area positions and descriptions are listed on our website on the [Holden Job Board](#). Please only select positions that are open to Short-Term applications. All adults also participate in Garbology and Dish Team. Garbology and Dish Team involve serving the Village by sorting trash and recyclables, composting food waste, washing dishes, and cleaning the dining hall after meals.

**Childcare:** Children ages 4-15 will participate in Holden's youth programs, which are not available for the whole workday. This means that for children 4-11, one adult works half-time during youth program hours (mornings) and cares for their own children in the afternoon. For children 12 and over, there may be some unsupervised time when there is no youth programming and the adults are at work. Holden is unable to provide childcare outside of our normal guest youth programming. If your child is 12 and over and requires more supervision, please apply as though your child is under 12.

**Housing:** Families tend to be housed in one room with multiple beds with a shared bathroom down the hall.

**Timeline:** If you submit your application by the *March 1st Priority Deadline*, you will hear from us by April 1st. If you submit your application after the Priority Deadline, you will hear from us by May 1st, 2024. No applications will be accepted after April 30th, 2024. If invited, you will be sent notice by email that will indicate your arrival and departure dates and tentative work assignments. If you cannot honor these dates, please notify us immediately so

we can see if we can change the dates or fill the position with someone else.

*Holden Village has carefully followed national, state, and local guidance for maintaining health and wellness throughout the COVID-19 pandemic. All staff, and volunteers must be fully vaccinated against COVID-19 before arriving in the Village. Please read more about our [Community Health Protocols and Practices](#). Be aware, all plans are subject to change as we continue to evolve our protocols for community wellness in light of emerging medical guidance.*

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## **Primary Contact Information**

**Name:** \_\_\_\_\_ **Preferred Name/Nickname:** \_\_\_\_\_

**Birth Date:** \_\_\_\_\_ **Ethnicity:** \_\_\_\_\_ **Email**

**Address:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Current Address:** \_\_\_\_\_  
**Street City State Zip Code**

**How did you learn about Holden Village?**

**Have you previously visited Holden Village or served on Holden Village Staff? In what capacity/position?**

## **Session Preference(s)**

Please list your top three session preferences below.

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_ **If**

**you are not accepted as a volunteer, do you plan on registering as a guest? YES | NO** If you answered yes, we encourage you to register as soon as possible to reserve a spot for the summer. If you are invited as a part of Family Option, you can cancel your reservation and receive a full refund.

## **Criminal History**

Have you been convicted, pled guilty or no contest, or forfeited bond or collateral on a felony or misdemeanor in the last 10 years?

YES | NO

If yes, please list all crimes and explain them. (Do not include convictions for which the record has been sealed, expunged or eradicated.) A criminal history will not necessarily limit your invitation as a volunteer staff member. We will consider the nature of the crime, nature of the job, length of time since the crime, and evidence of rehabilitation.

**Reference For Your Family** (someone who knows your whole family - no relatives, please) Please send the linked form to your reference. Once it is complete, they should email it to [staffing@holdenvillage.org](mailto:staffing@holdenvillage.org).

**Name:** \_\_\_\_\_ **Relationship:** \_\_\_\_\_ *You may*

*decide if you wish to have access to this information or not by circling a choice below and signing. I waive my right to view this reference I do not waive my right to view this reference* **Signature:**

## Work Preferences

**Please list all family members and their work preferences** - See below for options that tend to be best suited for Family Option Volunteers. Work area positions and complete descriptions are listed on our [website](#). Please only select positions that are open to Short-Term applicants.

**Services Assistant** - Helps the Services Team in housekeeping and laundry tasks. Housekeeping tasks include cleaning lodges, guest rooms, and program facilities. Laundry tasks include washing, hanging and folding linens.

**Kitchen Assistant** - Support Head Cooks in the tasks of daily kitchen operation including but not limited to: food preparation, cooking and baking, Dining Hall upkeep and sanitation tasks.

**Lawns and Gardens** - works under the supervision of the Lawns & Gardens Head to help maintain the grounds of Holden. Tasks include but are not limited to: mowing lawns, watering lawns and plants, weeding and raking.

**Maverick** - Performs a variety of tasks throughout the Village that involve manual labor. Tasks include but are not limited to: lifting, carrying, loading and unloading, woodcutting and hauling wood.

**Narnia Assistant** - Must be 18 plus. Assists with the supervision of children ages 4 to 11 and keeps educational areas clean and sanitary.

**Snack Bar Assistant** - Great option for 14 & 15 year olds working part time. Scoops Ice Cream at Holden Villages Snack Bar. Keeps Snack Bar clean and sanitary.

Name	Relationship in Family	Pronouns	Birthdate	Job Preference 1	Job Preference 2	Job Preference 3
1.						
2.						
3.						
4.						
5.						
6.						

**Short Answer Questions** - attached additional pages as needed **1. Describe why you want your family to join the Holden volunteer staff and the Village community:**

**2. Introduce us to each member of your family:**

**3. Justice, equity, diversity, and inclusion anchor Holden's strategic plan as well as life together. Describe your family's engagement with these values.**

**4. (To be answered by each volunteer included in the application) Please describe why you chose each of your particular job preferences and the skills you would bring to each position.**