

COUNSELOR EMPLOYMENT AGREEMENT ELEMENT

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1. Date of Agreement
2. Counselor name, contact information and social security number
3. Agreement to employ and be employed as an at will employee
4. Beginning date and time and end date and time of employment
5. Requirement to live at camp so meals and lodging will be provided
6. Salary and payment timing and method
7. Benefits in addition to salary
8. Description of duties
9. Essential functions of job and any accommodation requests
10. Requirement to abide by all policies in the Camp's Personnel Manual
11. Termination provisions
12. Photo and writing release such as:
13. Other possible terms:
 - a. Confidentiality of Camp information
 - b. Facebook Provision
 - c. Limits on post season communication with campers
 - d. Certification of the truth of background information
 - e. Confidentiality of Agreement
 - f. Maine Jurisdiction and Venue
14. Signature of Camp and Counselor (or parent if counselor is under 18 years of age)