

Town of Harwich
Recreation Department
Recreation & Youth Commission
100 Oak Street, Harwich, MA 02645 | 508-430-7553 | Eric J. Beebe, Director
ebeebe@harwich-ma.gov www.harwich-ma.gov/recreation

2024 SEASONAL STAFF INFORMATION

Phone: 508.430.7553

Email: rec@harwich-ma.gov

IMPORTANT DATES:

Beaches Open: **Saturday, June 22nd**
Playground Camp starts: **Monday, June 24th**
Mandatory Summer Staff Orientation for all summer employees: **Thursday, June 20th**
9:00am - 4:00pm*

Mandatory recertification class for all Lifeguard Staff** **Tuesday, June 18th**
(CPR/First Aid/and Lifeguard)
9:00am - 5:00pm*
***If you have a current, valid certification that will expire on/or before Labor Day and have not recertified elsewhere.*

Mandatory CPR and First Aid Training for **Tuesday, June 18th**
(All Other summer staff (Playground, Gate, Parking))
9am -12pm*

*At the Harwich Community Center

IMPORTANT INFORMATION:

Lifeguards and Gate Attendants

Beaches are staffed 7 days a week, weather permitting, 9:30 am – 4:30 pm. Mandatory workouts for lifeguards are required and are in addition to the operational hours.

Lifeguard candidates:

- *You are required to demonstrate that your appropriate certifications are current through Labor Day, 09/02/2024 and that all certifications are valid (lifeguard training, first aid and CPR) for the upcoming season.*
- **This year we will only be offering a recertification class and not a full certification. If your current Lifeguard Certifications are expired or expiring prior to June 18, you must find an outside class that offers American Red Cross Lifeguard Certification.**

Playground Camp Staff

Summer Playground Session I & II is 10 weeks through August 30th.
9:00 am – 4:00 pm, Monday - Friday.

There is no cost to attendees for these training classes on June 18th.

Copies (or pictures or pdfs) of all certifications must be included with your application.

Email: rec@harwich-ma.gov or

Mail: Harwich Recreation, 100 Oak Street, Harwich, MA 02645

We hope to see you this summer!
Eric Beebe, Director

Town of Harwich
Recreation and Youth Department
100 Oak Street, Harwich, MA 02645 | 508-430-7553 | Eric J. Beebe, Director

RECREATION EMPLOYMENT APPLICATION

SEASONAL AND AFTERSCHOOL EMPLOYEES ONLY
PLEASE PRINT CLEARLY - INCOMPLETE APPLICATION WILL NOT BE ACCEPTED

Job Type:

Position desired _____ Date _____

Circle: Full-time / Part-time (minimum requirements vary) Seasonal / Year Round

Contact Information:

Last Name _____ First Name _____

Local Address: _____

Permanent / Mailing Address _____
Street City/State/Zip

Cell # _____ Email _____

Age 18 or older? YES No, Date of Birth (under 18 only) _____

The Town of Harwich is subject to certain child labor provisions regarding the employment of persons under the age of 18. Further, an Employment Permit or Education Certificate is required depending on your age.

Valid Driver's License # _____ State _____ Expiry Date _____

Emergency Contact: _____ Cell # _____ Relation _____

Were you referred by someone? Yes / No If yes, Name _____

Are you related to a Town employee? Yes / No If yes, Name _____

Relationship/Title/Department _____ / _____ / _____

Special Trainings & Certifications (List and include expiration date):

Special Interests/Activities:

Pre-employment Requirements:

1. Lifeguard position requires current, valid Lifeguard/CPR/First Aid certificates.
2. Additional employment-related paperwork and
3. Summer Seasonal Employment Contract
4. Under 18 years old - Working Employment Permit.
5. 18 years or older - CORI & SORI checks.
6. You may be required to be certified in CPR and First Aid.



Please turn over and complete page 2!

Name: _____

Education:

School	Name	City/State	Years Attended	Degree Awarded
High School				
College				
Other (Specify)				

Employment History: Please list your last two employers starting with the most recent.

Name of Employer	Employment Dates	Salary	Position	Reason for Leaving
Address	From:	Hourly Rate		
Phone #	To:			
Name of Employer	Employment Dates	Salary	Position	Reason for Leaving
Address	From:	Hourly Rate		
Phone #	To:			

References: Please list two (2) personal character references

Name			
Relationship			
Years known			
Phone number			

By signing below, I acknowledge the information is correct and I understand and agree to my pre-employment requirements.

Applicant Signature

Parent/Guardian Signature (Under 18)

Date

*** FOR OFFICE USE ONLY ***

*** CERTIFICATES ***

Interview Required _____ / _____
Date Staff Initials

Position: _____ / _____
Staff Initials

Start Date: _____

Grade/Step: _____ Rate: \$ _____

FIRST AID	Expires: _____
CPR	Expires: _____
LGT	Expires: _____
WSI	Expires: _____