

Town of Carlisle
Recreation Department

The Brick Building, 97 School Street, Carlisle MA 01741 Phone: 978-759-7632 E-Mail: hmansfield@carlislema.gov

Employment/Volunteer APPLICATION – SUMMER 2025

(In order to qualify for employment, you must be at least 14 years of age and have working papers)

Name _____ E-Mail _____
Address _____ Town _____ zip _____
Cell# _____ DOB _____ Age in June _____ Current Grade _____
Emergency Contact: _____ Phone _____

- Carlisle Summer Fun Program will operate for 7 weeks from:
June 23 through August 8, 2025, from 9:00am to 3:00pm at the Carlisle Public School
- Mandatory Set Up Day: Tuesday, June 17. Additional days may be added as needed. All set up days are Paid days.
- Mandatory participation in CPR/First Aid Program – Date TBD (If you are not already certified)
- **Will you be available to attend the following:**
 - **1) June 18: Mandatory Set Up and Training Day?** _____
 - **2) June 13: CPR Certification?** _____

If NO, please state reason:

- Have you been previously employed by the Town of Carlisle? _____
 - In what capacity? _____

- Circle the Sessions available to work: You must be available to work a complete week

Week 1: June 23-27

Week 2: June 30-July 2 (3 Days)

Week 3: July 7-11

Week 4: July 14-18

Week 5: July 21-25

Week 6: July 28-August 1

Week 7: August 4-8

- Additional weeks available to Substitute – please circle.

June 23

June 30

July 7

July 14

July 21

July 28

August 4

- Are you available to work before camp? (Early Drop Off: 8:15 to 9:00am) Yes No

- Have you taken First Aid and CPR Training? _____ Date: _____
 - Is certificate current? _____ Please attach all current certificates with application.

(Recreation will offer First Aid, CPR and CPR refresher classes date TBD. This is mandatory for all employees – if classes have not been taken within the past 12 months.)

- Are you willing to perform Community Service for all or part of the time? Yes _____ No _____
Number of hours: _____

- Work and/or Volunteer Experience?

What special skills do you have? (Include CIT, leadership, coaching experience, certification, babysitting, arts & crafts, sports, hobbies, etc.)

- Why would you like a summer job with the Carlisle Recreation Program?

Program Leaders

Recreation is always looking for individuals with special interests or skills who are interested in leading or coaching a particular activity. Please indicate your ideas. (For example: Arts & Crafts, Basketball, Soccer, Tennis, etc.) List the areas of interest to you below.

References

Name _____	Phone _____
Name _____	Phone _____
Name _____	Phone _____

- Additionally, the State of Massachusetts requires that all employees be CORI checked.
- Apply before March 31, 2025 for the best opportunities. Late applications will be considered for substitutes and any new positions. You will be contacted in May regarding employment.
If you have any questions, please call: 978-759-7632.
- Please send a copy of any certifications you have, along with this application.
- **Mail completed application to: Carlisle Recreation, The Brick Building, 97 School St, Carlisle, MA 01741**

Signature _____ Date _____

Thank you for your interest in working with the Carlisle Recreation Program.