APPLICATION FOR NEW YOUTH CAMP DIRECTOR OR ALTERNATE DIRECTOR APPROVAL

Section 19a-422 of the Connecticut General Statutes requires that an Office of Early Childhood (OEC) approved director be on site at all times camp is in operation. The camp director is responsible for the health, comfort and safety of campers and staff. The director shall be responsible for the implementation of the camp's plans, policies and procedures and shall be familiar with all of the requirements of the youth camp statutes and regulations found at www.ct.gov/oec/camps. The camp director shall be familiar with all of the activities offered at the camp and shall have access to all records and facilities utilized by the camp. If the camp director is not available, an

Date Application Received OEC Use Only

Approval #YCDR.0

Agency approved alternate director must be present at the youth camp to fulfill these responsibilities.

In order to qualify for approval as a youth camp director or alternate director, an individual must be 21 years of age, and must have either: served at least one summer as a camp director <u>or</u> have had at least 16 weeks administrative or supervisory experience in an organized camp <u>or</u> completed equivalent administrative or supervisory training or experience in an organized youth program.

PLEASE PRINT CLEARLY AND COMPLETE ALL INFORMATION REQUESTED

Legal First Name	M.I	Last N	ame	Suffix (Ex. Jr.)
Former/Maiden Name			Birth Date/	
Permanent Mailing Address 1	Ma	ailing Addr	ess 2	
City / Town	State	2	Zip Code	If not USA, Country
Home Phone # ()	Hor	ne Fax # (_)	
Personal Cell # ()	Pers	onal Email	Address	
I certify that I have read the c <u>http://www.ct.gov/oec/camps</u> If a initially work at?		-	U	
License # of Camp YCYC	C.0	Camp Nar	ne	
Camp Address				
Position <u>Ch</u>	eck One	Camp Dir	ector 🗌 Alternate	e Director
If you will be working at any each camp:	other licensed ye	outh camp	s, provide the camp li	cense numbers and position for
License # of Camp YCYC.0_	Che	ck One	Camp Director	Alternate Director
License # of Camp YCYC.0_	Che	<u>ck One</u>	Camp Director	Alternate Director
License # of Camp YCYC.0_	Che	ck One	Camp Director	Alternate Director
License # of Camp YCYC.0_	Che	ck One	Camp Director	Alternate Director
New camp, not yet licensed. your name can be added to th	-			
Camp Name				
Camp Address				
Not yet employed at a camp	Page	e 1 of 2	Office Use OnlyFiling	Town

Have you served at least one summer as a Camp Director? If yes, provide camp name, address and dates of service.

Dates of Service _____

If you have not served at least one summer as a Camp Director, list administrative or supervisory experience that you have had in an organized youth camp including the name and address of organized camp, position held, exact dates of service and a detailed list of duties performed.

Camp Name	
Camp Address _	

Position Held _____

Dates of Service

List of Duties Performed (may attach additional pages if necessary)_____

If you have not served at least one summer as a Camp Director, list other administrative or supervisory training and experience in an organized youth program that you have had including a detailed description of the training/experience and dates of training/experience.

I hereby certify that I promise to uphold and maintain all standards required under the Connecticut General Statutes and Regulations of Connecticut State Agencies governing the licensure and operation of a youth camp. I certify that all of the above statements contained herein are true and correct to the best of my knowledge. Any false statements made herein are punishable in accordance with Sections 53a-157 and 19a-423.

Signature of Individual Seeking Approval as Director/Alternate Director

_____/_____/_____

Date Signed

Mail your application with original signature to the State of Connecticut Office of Early Childhood: 450 Columbus Boulevard, Suite 302, Hartford, CT 06103.

If approved, a certificate of approval will be mailed to the applicant at their permanent mailing address. Applicants may also verify approval and obtain their approval number at the Agency's website @ https://www.elicense.ct.gov/Lookup/GenerateRoster.aspx. From the list of available rosters, click on Youth Camp Licensing, check the box "Approved Youth Camp Directors," click on Continue, click on Download, and click on Open. Highlight column A by clicking on the "A" header. Click on Sort & Filter and select either A-Z or Z-A. The approval number is listed in column E and starts with YCDR. with a five digit number.