



VOLUNTEERING FOR GIRLS ROCK! DC

MISSION STATEMENT

With a base in music education, Girls Rock! DC aims to:

- create a supportive, inclusive and creative space for girls to develop their self-confidence,
- build community,
- stand up and rock out!

WHEN

Girls Rock! DC Camp will take place Monday, August 10th through Friday, August 14th, with the campers' final performance showcase on Saturday, August 15th.

Camp runs from 9 AM – 5:30 PM each day, with certain positions arriving earlier and/or leaving later for site preparation and cleanup. Volunteer opportunities range from full-time to minimal part time during the camp week. We also need volunteers to help with pre-camp organizing, beginning now.

WHERE

Kingsbury Day School, 5000 14th St. NW, Washington, DC 20011 (14th & Farragut NW). Kingsbury is not near a metro, but is directly served by the #50 buses going up 14th St. NW. They also have a large parking lot. (www.kingsbury.org)

Please DO NOT contact Kingsbury directly regarding camp.

NON-DISCRIMINATION POLICY

Girls Rock! DC does not discriminate on the basis of race, religion, national and/or ethnic origin, marital status, sexual orientation, body type, physical ability, gender expression, or other individual identities in the administration of any of its educational programs, admissions policies, scholarships, and other Camp-related policies and programs, as well as volunteer policies and activities. All Camp activities will promote and maintain the personal and emotional safety of all campers and staff.

COMPENSATION

GR!DC is a volunteer run collective. We do not provide stipends or other compensation for our volunteers. We will provide food on site for you each day. If you are volunteering with us for a school or community service-related purpose, we can verify your service hours.



GIRLS ROCK! DC 2009 VOLUNTEER INFORMATION

Thank you for your interest in volunteering with Girls Rock DC! We are looking forward to our second camp and need all the help we can get to make it happen.

Before and during camp there is a wide range of important volunteer positions to be filled. Some positions are open to women with musical experience, some don't require musical ability, and some are open to people of either sex/any gender identity.

The deadline for all Volunteer Applications is Monday, May 4th. We will review applications as they come in, and contact applicants regarding interviews as soon as possible, but please be patient with us! Final job notification will occur by Monday, June 8th.

REQUIREMENTS

It is required that all volunteers for GR!DC fill out this full application, participate in an interview, and attend both volunteer sessions—a Training on Saturday, June 20th and an Orientation on Sunday, August 9th. The June 20th Training is very important in connecting our volunteers and preparing everyone for Camp. The August 9th Orientation is mandatory. If you are not available to attend the Orientation then you will not be allowed to volunteer during camp. Please read on for more information.

POSITION AVAILABILITY

While it's true that we can use all the help we can get, we have a limited number of spaces for certain positions, like workshop leader, band coach, and instrument instructor. If you are interested in one of those jobs, please apply early to ensure that you are assigned one of the positions. If the position that you have applied for is full, we strongly encourage you to consider volunteering in a different capacity at camp—we can always use more help!

GROUP INTERVIEWS

As part of the application review process, we require that all new volunteers come in for a group interview. In-person group interviews will be held during the late afternoon on Saturday, May 23rd or Sunday, May 31st. The location of the group interview is yet to be determined but it will take place in the DC Metro Area. We will notify you with that information as it becomes available. If you do not live in the DC Metro Area or if you are a returning GR!DC volunteer, we will contact you to schedule a phone interview.



ORIENTATION SESSIONS

The Volunteer Training will be held on Saturday, June 20th and a mandatory Orientation will be held on Sunday, August 9th (the day before camp starts.)

The Volunteer Training is an important part of preparing for Camp. Many of you will need to meet with your fellow teachers, counselors, and instructors before the week of camp to prepare lesson plans. At the Training, you will be provided with in-depth information on GR!DC's teaching philosophy, mission, and more. If there's a reason it's impossible for you to attend this session, please let us know.

The mandatory Volunteer Orientation, held at Kingsbury the Sunday before Camp, is intended as a basic volunteer training and site orientation. It will address GR!DC principles and ground rules, what to expect during camp, and help to get everyone on the same page before the week begins!

ROCK CAMP 2009

WHEN

Rock Camp will take place August 10-14, 2009 with the final showcase on August 15, 2009, during the daytime.

Camp is from 9 AM to 5:30 PM and volunteer attendance will depend on the job assigned.

CAMP LOCATION

Kingsbury Day School
5000 14th St. NW (14th & Farragut NW)
Washington, DC 20011

FINAL SHOWCASE LOCATION

TBD

NON-DISCRIMINATION POLICY

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VOLUNTEER JOB DESCRIPTIONS

Please read through the descriptions to see which jobs interest you and suit your schedule. Let us know your preferences and availability on the application form. Feel free to sign up for one job or several.

Counselors are required to be at camp every day at 8:45 a.m. and stick around for a brief (i.e. 15 minutes or so) staff wrap-up at the end of the camp day. Instructors, workshop leaders, and other volunteers are strongly encouraged to stay for the end of the day meeting. Coming to the final showcase concert isn't mandatory, but it sure is a fun experience. We really recommend including it in your plans. We will provide breakfast and lunch for all volunteers during Camp Week.

PRE-CAMP JOBS:

Food Donations

This team solicits grocery stores, local restaurants, bakeries, pizza joints, etc. to provide food for the camp week. We need A LOT of beverages to keep campers and staff hydrated each day as well as ample amounts of juice, coffee, tea, and pastries/bagels for our volunteers every morning.

**There is scheduling flexibility with this position; volunteers make their own schedules.*

Street Team / PR

These folks help promote GR!DC (the camp itself, plus recruiting campers & volunteers), and its benefit events through flyering, online efforts, tabling/selling our merch at events, working with local media, etc.

**There is scheduling flexibility with this position; volunteers make their own schedules.*

Benefit Organizer

Got a good fundraising idea? Put on a benefit show/party/event for GR!DC! Or, come work with our Events Committee to help plan and run an existing event on our schedule!

**There is scheduling flexibility with this position.*

Ad Rep

In order to raise money for camp, we need to sell ad space in our camp guide to local businesses.

We need folks to approach businesses about supporting camp by buying ad space.

**There is scheduling flexibility with this position; volunteers make their own schedules.*

CAMP WEEK JOBS

Counselor

**Girls/women/females only (trans welcome). No music experience necessary.*

Counselors serve as mentors for assigned groups of girls, which involves participating in games and skits, making sure the campers are where they need to be at all times, accompanying them between classrooms, and offering advice and help throughout the day. Because playing music is



new to many of these girls, counselors who are musicians may also be needed to coach campers on their instruments. However, since the most important parts of the job are ensuring the campers' safety and giving them support and encouragement, non-musicians are welcome, too.

**Must be available Monday-Friday of camp week, 8:45 a.m. - 6 p.m.*

Instrument Instructor (Electric Guitar, Electric Bass, Drum Kit, Keyboards, Vocals, Turntables)

**Girls/women/females only (trans welcome). Music experience required.*

Our campers will possess a varying range of skill levels – some have been playing for years, many have never touched a musical instrument in their lives. Instructors are responsible for working with other teachers to plan lessons, teaching and creating a supportive learning environment for the campers. Classes will likely involve a combination of team-teaching a group of 5-10 girls and solo teaching in smaller groups with occasional one-on-one instruction.

** Must be available mornings during camp week (1.5 hour classes between 9:30 am – 12 pm, exact schedule TBA)*

Band Coach

**Girls/women/females only (trans welcome). Music experience required.*

On the first day of camp the campers form bands with each band assigned 2 band coaches. The coaches provide help and guidance in all aspects of working as a collaborative creative team: setting up, tuning, songwriting, learning how to play together, figuring out stage moves, etc. The coaches may also be called upon to mediate band disputes, as well as note specific positive behaviors for later recognition.

** Must be available afternoons during camp week (2 hours between 2 p.m. and 5 p.m., exact schedule TBA) and at the showcase concert.*

Workshop Leader

**Girls/women/females only (trans welcome). No music experience necessary.*

We will offer a range of workshops throughout the week. Topics may include: self-defense, basic music theory & songwriting, media literacy, team-building, conflict resolution, “image vs. identity”, history of women in music, booking & music biz, amps & sound tech, and making band art (silkscreening, photography, etc.). We need people with expertise in these areas to help develop and teach a one-hour workshop to three groups of campers divided by age, with approximately 18 girls per session. We also need folks to help adapt curriculum for different age groups. Workshops will typically involve co- and/or team-teaching.

**Must be available to teach 3 one-hour sessions per day between 11 am – 4 pm (exact times TBA), 1 to 3 days of the week depending on topic.*

Roadie

**Girls/women/females only (trans welcome). No music experience necessary.*

Roadies are vital! We need folks to help set up, break down, and move equipment throughout the week. Responsibilities include setting up the camp site, reconfiguring rooms for band practice every day, helping with load-in/out on showcase days, etc.

**There is scheduling flexibility with this position.*

Recording Tech

**Girls/women/females only (trans welcome). Must be able to operate a Minidisc/digital*



recording device.

These folks will be recording all camper bands and DJ's on Thursday, August 13th, and helping to quickly produce CDs of these recordings for the campers, so that they have a take-home copy of their music to practice with before the final showcase.

**Must be available Thursday, August 13th and Friday, August 14th from approx. 3 pm – 6 pm (exact times TBA.)*

Receptionist

*Girls/women/females only (trans welcome). No music experience necessary.

From the front desk, the receptionist assists with the check-in and out of campers every day, monitors visitors, coordinates in-camp communication, gives directions, answers questions, and sells showcase tickets.

**There is scheduling flexibility with this position.*

Floater

We need a few folks to be available for help with last-minute needs, runs to Kinko's or the hardware store, fill in if another volunteer can't make her shift, and generally lend a hand as necessary.

**There is scheduling flexibility with this position.*

Food Team

Under the guidance of the Food Coordinator, pick up food donations, do supply runs, and provide support to the kitchen crew as needed.

**There is scheduling flexibility with this position.*

Kitchen Team

*Girls/women/females only (trans welcome). No music experience necessary.

Help with snack and lunch preparation, help with kitchen clean-up, make everyone happy by keeping them nourished.

**There is scheduling flexibility with this position.*

Childcare

*Girls/women/females only (trans welcome). No music experience necessary.

Look after the young children of volunteers (and possibly campers) onsite during the camp week. Keep kids safe, entertained and happy! (Parents will be on site.)

**There is scheduling flexibility with this position.*

Licensed Nurse

*Girls/women/females only (trans welcome). No music experience necessary.

We are in need of licensed nurses to be on-site during the camp week, just in case!

**There is scheduling flexibility with this position.*

Licensed Clinical Counselor

*Girls/women/females only (trans welcome). No music experience necessary.

Our curriculum covers conflict resolution and team-building, but we need licensed counselors to be on-site during the camp week, for the occasions that campers have personal issues arise and



will need to talk to someone and/or be referred to services elsewhere.

**There is scheduling flexibility with this position; you can sign up for as many or as few shifts as you want—although we would love continuity in this position if your time permits.*

Showcase Production Assistant

Working merch and info tables, selling ties, folding programs, helping all aspects of the showcase concert run smoothly. Key to ensuring that showcase concert runs smoothly and all attendees enjoy the show.

**Must be available on Saturday, August 15th for the GR!DC Camp Showcase.*

For more information, see the volunteer application form (following pages). If you have questions about any of the jobs or the application, the best way to contact us is to drop us a line at volunteer@girlsrockdc.org. Thank you!

DEADLINE

So that we can best match your skills and schedule with our volunteer needs, please completely fill out the application and return it by Monday, May 4th to:

**Girls Rock! DC
PO BOX 21037
Washington, DC 20009**

To submit via email, please read the following instructions:

1. Save completed application as a Word or PDF file, using this format: first name_first initial of last name-VolApp09 [for example: sheila_e-VolApp09]
2. Send file to volunteer@girlsrockdc.org with subject line: Volunteers Rock! Camp 09

Keep these pages for your own future reference!



Girls Rock! DC

2009 VOLUNTEER APPLICATION

Name of Volunteer: _____

Home Address: _____

City: _____ State: _____ Zip: _____

Mailing Address (if different than above): _____

City: _____ State: _____ Zip: _____

Home phone: _____ - _____ - _____ Cell phone: _____ - _____ - _____

Work phone: _____ - _____ - _____ ext _____ Email: _____

EMERGENCY CONTACTS

First Contact's Name: _____ Relationship: _____

Home phone: _____ - _____ - _____ Work/cell phone: _____ - _____ - _____

Second Contact's Name: _____ Relationship: _____

Home phone: _____ - _____ - _____ Work/cell phone: _____ - _____ - _____

Because our work involves minors: prior to working directly with campers, the names of volunteers will be screened through ADP Screening Services (a private group) for any prior reported incidents of child abuse or maltreatment, violence, or moral turpitude. This information will be seen only by relevant GR!DC staff and kept fully confidential. If you would like more information about the process, please contact us.

Please initial here to indicate that you consent to your name being screened: _____

Date of Birth: ____/____/____ Social Security #: _____

I do not need to be screened by ADP. I work with youth already, and will provide proof of my existing current FBI clearance/background check.

I have enclosed a donation of \$30 to cover the cost of having my name screened (not required but deeply appreciated-- checks payable to Girls Rock! DC, please.)



T-SHIRT SIZE

Adult: S M L XL XXL

MEDICAL ISSUES

Do you have any medical conditions, allergies, or disabilities that we should know about? If so, please indicate here. All medical information will be kept confidential, and shared only with the camp nurse and, in the event of an emergency, with other staff only as necessary. If possible, please include any medications you're taking.

FOOD PREFERENCES

Check here if you are: Vegetarian Vegan Other: _____

HOST VOLUNTEERS

GR!DC DOES NOT PROVIDE LODGING OR TRANSPORTATION. If you live outside the Washington, DC area and need to stay with another volunteer, or if you are in DC and can offer housing, please indicate here:

- Yes, please connect me with a host volunteer for camp week housing.
- I would like to host a volunteer. I can accommodate out-of-town volunteer(s).

FIRST AID/CPR

Check here if you have certification in:

- Standard First Aid CPR

LANGUAGE ABILITIES

If you are comfortable speaking any languages other than English, and would be willing to provide translation help to campers and family, please indicate what language(s) you speak and your level:

ADDITIONAL OPTIONAL INFORMATION

Creating a team of volunteers that reflects the diversity of the Washington, DC community is a camp priority. In addition, some of our funders request information about the composition of our volunteer staff. Providing any or all of the following information—all of which will be kept confidential and used for collective profile purposes only—will help us meet our diversity goals and help us continue to receive funding for future camp sessions.

RACIAL/ETHNIC IDENTITY (OPTIONAL)

Please check any and all that apply:

- Chicana/Latina Asian/Pacific Islander Native American
- White/European American Middle Eastern/Arab American
- Black/African-American/Caribbean-American
- Other _____



AGE (OPTIONAL): _____ Date of Birth: ___/___/___

ESTIMATED INCOME (OPTIONAL): \$ _____

PREVIOUS VOLUNTEER/RELEVANT EXPERIENCE

I have volunteered for GR!DC.

In what capacity:

I have volunteered at other Girls Rock Camps.

Which camp(s) and in what capacity?

I have previously worked with youth.

What age group and in what capacity?

I have volunteered before!

This is where and what I did:

I have not been a volunteer before.

INTERVIEW

I am a returning volunteer. Please be in touch to schedule a phone interview with me.

I am available for an in-person group interview and I would like to sign up for the interview on:

_____ Saturday, May 23rd

_____ Sunday, May 31st

I do not live in or around Washington, DC. Please be in touch to schedule a phone interview with me.



VOLUNTEER JOB SIGN-UP

Please read the descriptions above before filling out this section! Feel free to sign up for one job or several.

PRE-CAMP JOBS

- Food Donations
- Street Team / PR
- Benefit Organizer
- Ad Rep

CAMP WEEK JOBS

If you are interested in any of the following three positions (Counselor, Instrument Instructor, or Band Coach), indicate your top two preferences. Please note that Counselors are very busy during the camp week, and can not be assigned to additional positions.

Counselor

What age group do you prefer working with? Circle one or more:

8 – 10 || 11 – 13 || 14 – 18

If you are a musician, please indicate which, if any, instruments you play:

Drums || Vocals || Guitar || Bass || DJ (turntables) || Keyboard || Other _____

Instrument Instructor

Please specify which instrument you'd like to teach. Circle no more than two.

Drums || Vocals || Guitar || Bass || DJ (turntables) || Keyboard
Other _____

What level of instruction are you comfortable teaching? Check all that apply:

_____ Total Beginners
_____ Some Prior Experience/Intermediate Players
_____ Very Experienced Players

Band Coach

Please indicate which instruments you play:

Drums || Vocals || Guitar || Bass || DJ (turntables) || Keyboard
Other _____



Workshop Leader

Please indicate what topic you'd like to address (If you need more space, feel free to attach an additional sheet to your application):

Recording Tech

Must be available Thursday, August 13th and Friday, August 14th for band and DJ recording and CD production.

Roadie

Please complete the grid below to indicate the day(s) of the week and times you are available.

Shift	Monday	Tuesday	Wednesday	Thursday	Friday
8:15 - 1:00					
12:00 - 6:00					

Receptionist

Please complete the grid below to indicate when you are available.

Shift	Monday	Tuesday	Wednesday	Thursday	Friday
8:15 - 1:00					
12:00 - 6:00					

Food team

Please complete the grid below to indicate when you are available.

Shift	Monday	Tuesday	Wednesday	Thursday	Friday
8:15 - 1:00					
12:00 - 6:00					

Kitchen help

Please complete the grid below to indicate when you are available.

Shift	Monday	Tuesday	Wednesday	Thursday	Friday
8:15 - 1:00					
12:00 - 6:00					



Floater

Please complete the grid below to indicate when you are available.

Shift	Monday	Tuesday	Wednesday	Thursday	Friday
8:15 - 1:00					
12:00 - 6:00					

Childcare

Please complete the grid below to indicate when you are available.

Shift	Monday	Tuesday	Wednesday	Thursday	Friday
8:15 - 1:00					
12:00 - 6:00					

Licensed Nurse

Please complete the grid below to indicate when you are available.

Shift	Monday	Tuesday	Wednesday	Thursday	Friday
8:15 - 1:00					
12:00 - 6:00					

Licensed Clinical Counselor

Please complete the grid below to indicate when you are available.

Shift	Monday	Tuesday	Wednesday	Thursday	Friday
8:15 - 1:00					
12:00 - 6:00					

Showcase Production Assistant

Showcase needs all hands on deck! We will need help backstage, at the info and merch table, with ticketing and sales and ensuring that all show-goers have a rockin experience! This also means that you may be asked to assist with tasks that will prevent you from being able to see parts of the show.

The Showcase is on Saturday, August 25th, with this shift running from 9AM - 2PM.



Thank you for applying to volunteer with GR!DC. **The deadline to apply is Monday, May 4th.**

Please contact us at **202.905.0049** or **volunteer@girlsrockdc.org** with any questions.



🎵 po box 21037 washington, dc 20009 🎵
t: 202.905.0049 🎵 info@girlsrockdc.org 🎵 girlsrockdc.org