



## **MoLab, Inc.'s Camp Spark – Igniting Knowledge!** **Counselors-In-Training Program**

*Volunteer Opportunities for Teens Entering Grades 9-12 in fall 2021*

**One-Time Program Fee:**  
**\$80 – New Volunteers**  
**\$33 – Returning Volunteers**

### **Program Fee Includes:**

- Professional Development Training Session
- Payment and Scheduling of a Level 2 Background Screening
- Personalized Letter of Reference (upon conclusion of the summer session)

Are you looking for something fun to do this summer? Do you need to earn volunteer hours? Would you like to gain some professional experience working in an exciting environment?

Then MoLab has the summer program for you! Our Camp Spark – Igniting Knowledge! makes learning fun and links Science, Technology, Engineering, Art, and Mathematics (STEAM) concepts to the real-world. We offer themed weekly sessions, June 11 - August 6, for PreK (5 years old) - 8 grade. Some camps will build and program robots; explore nature; perform magic tricks; dig for dinosaur fossils; create art; cook up creations; make films, or engineer with Lego's and other constructive materials.

### **VOLUNTEER SCHEDULE**

Counselors-In-Training (CIT) may work one or more weekly session(s) and may select morning shifts (8:30 a.m. - 12:30 p.m.), afternoon shifts (12:30 p.m. - 4:30 p.m.), or all-day shifts (8:30 a.m. - 4:30 p.m.). All CITs will be placed in the camp session with the theme and age-range of their choice, provided space is available. Placement assistance will be provided by MoLab staff throughout the training process.

### **TRAINING SESSION**

The training session will be held on Thursday, June 10, from 2:30 p.m. until 4:30 p.m. at Saint Paul's United Methodist Church located at 1700 N. Meridian Road, Tallahassee, FL 32303. Volunteer applications, payment, Clearing House Applicant Request, and Privacy Policy forms should be returned to MoLab prior to the training session.

## **LEVEL 2 BACKGROUND SCREENING**

Department of Children and Families has joined the Agency for Health Care Administration's Clearinghouse. The purpose of the Clearinghouse is to provide a single data source for background screening results for persons required to be screened by law for employment or volunteer in positions that serve children, the elderly, and disabled individuals. This includes summer camps. The Clearinghouse will allow for results of criminal history checks to be shared among specified agencies. The Clearinghouse will also allow returning volunteers to be rescreened at a lesser fee without having to be reprinted. If you are in the portal from a previous volunteer position with a different organization, please contact MoLab to discuss the options.

The program fee will be used to cover the expense of the Level 2 screenings. These screenings must be scheduled by MoLab. CITs must complete the Clearing House Applicant Request Form and return it to MoLab along with the program fee, Privacy Policy, and Volunteer Application before the screening can be scheduled. On page 2 of the Volunteer Application, you may indicate three optional dates for your screening. MoLab will email the confirmation of your appointment. The volunteer application process is not complete until the screening is scheduled and completed. The screenings are quick and take place at the UPS store located in the Lake Ella Shopping Center.

## **TO REGISTER**

All interested students should contact Aimee Hills at [aimee@tallymolab.org](mailto:aimee@tallymolab.org) or by phone at (850) 591-6362. Applicants will be emailed the Volunteer Application, Clearing House Application Request Form, and Privacy Policy. These forms are also available on the **Volunteer** page of MoLab's website. Officially reserve your volunteer position by submitting a completed volunteer application and Clearing House Applicant Request Form, Privacy Policy, the \$80 or \$33 program fee, and plan to attend the training session.

## **PAYMENT**

The \$80 or \$33 program fee can be paid online with a credit card at [www.tallymolab.org](http://www.tallymolab.org). To do so, please hover over the **Get Involved** menu tab at the top of the website and click on **Volunteer**. You will see a PayPal drop down menu showing the New Volunteer Fee of \$80 or the Returning Volunteer Fee of \$33, please choose the appropriate amount. Please mail checks to 1700 North Monroe Street, Suite 11-223, Tallahassee, FL 32303.

Please call or email Aimee Hills with any questions (850) 591-6362 or [aimee@tallymolab.org](mailto:aimee@tallymolab.org).