



Hi -

We are so excited that you would like to be part of our LEOlingo team!

This application form is the first step in our process of getting to know you - we want to find out a bit more about your background, experience and interests to determine whether a summer with LEOlingo Süddeutschland (South Germany) would be the perfect experience for you! Applicants do not need to speak German, but it can be advantageous.

If you are selected to be part of the team, you will be required to provide us with:

- A copy of your passport
- A first aid certificate (max. 1 year old)
- A police check (max. 1 year old)
- International insurance for the duration of the camps

If you are a non-EU citizen, you will also be required to apply for the appropriate visa/work permit for Germany (2019: 56 Euro). We will assist all our successful non-EU applicants with this process and cover half of this fee. British applicants should be aware that they may need a work permit following Brexit in October 2019.

About us...

LEOlingo Süddeutschland is a small, family-owned company based in Bavaria, Germany. Our LEOlingo English and French language camps are not about overloading the children with grammar and vocabulary, but about helping the children to speak and understand the language in everyday situations. We encourage them to have fun with the language through a variety of fun activities and games - some camps even offer a special activity, such as canoeing, horse riding or waterskiing!

Before the camps begin, each counsellor will partake in a week-long intensive training session, where you will be trained to teach a language according to the varied LEOlingo programme.

The camps themselves take place in different villages, towns and cities around Bavaria in southern Germany for six weeks during the summer break. These camps often take place in schools, Boy Scout areas, youth centres, monasteries, cabins... and even in castles! It is likely that you will work at a number of campsites over the summer - our counsellors generally change camps every 1 to 3 weeks.

LEOlingo day camps generally last from Monday until Friday; overnight camps often start on Sunday afternoon and run until Friday.



The ideal LEOlingo applicant should...

- ... be an English native speaker or a French/English bilingual
- ... have experience of working with children aged 7 to 17 years old
- ... feel comfortable taking over responsibility for the safety of their own group (approx. 12 children)
- ... be capable and willing to adapt to a different country and culture, as well as simple living conditions or living with host families
- ... be prepared to work long days - generally 8-10 hours per day - and long weeks
- ... be available for at least five weeks during the summer period, including the mandatory training week starting Friday 17th July 2020

We provide our counsellors with...

- **Fair pay & board and lodging**
 - All day counsellors (Monday to Friday, 9am to 5pm) receive 230 Euro per week. Our night counsellors (Monday to Friday, 5pm to 9am) are paid 170 Euro per week. If a camp should start on Sunday, we provide our counsellors with an extra 30 Euro.
 - LEOlingo also pays approx. an additional 150 to 220 Euro per week directly to the campsites/host families on behalf of each counsellor, regardless of day or night, to cover accommodation and meals for the camp week. Accommodation is either in the form of simple lodging at our campsites or with host families.
 - As previous counsellors have enjoyed travelling on their weekends off, we no longer host counsellors at our campsites on the weekend - instead we provide each counsellor with a fixed rate of 50 Euro per weekend to assist with accommodation. Counsellors are responsible for their own meals on the weekends.
- **Free transportation**

On the weekends, LEOlingo will cover transportation costs that may occur between the assigned campsite and either Nuremberg or Neumarkt, and vice versa. In the case of day camps, LEOlingo will also reimburse any costs incurred whilst travelling to and from work. Unfortunately, we are not able to reimburse any costs for the trip from your home country to Germany or for any personal weekend trips.
- **One week-off**

Over the six weeks, each counsellor is entitled to one week-off. This week is unpaid, but counsellors are free to use it how they would like. Whilst we try our best to fulfil any wishes, it is not always possible for us to guarantee a specific week in advance for your week-off.



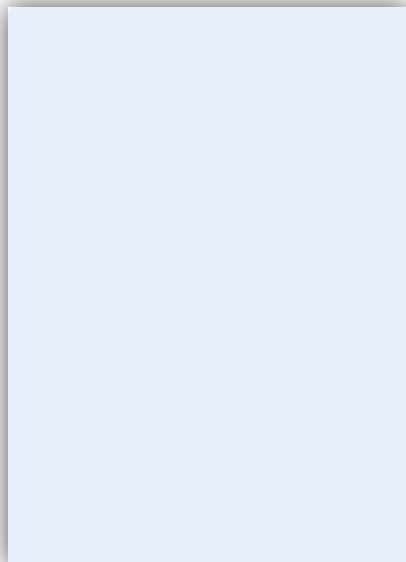
LEOlingo Policies

If hired by LEOlingo, all counsellors must sign a LEOlingo code of conduct promising to work as an advocate to protect all campers against the threat or action of abuse or assault of any type. This means counsellors will prevent any inappropriate access to children and teenagers from within the organisation, as well as promise to create an environment in which all campers and other counsellors feel safe. If that environment is at risk, counsellors vow to openly and honestly report it to their supervisors while maintaining an appropriate level of sensitivity and confidentiality.

In addition, all counsellors promise to conduct their time with LEOlingo in alignment with the following regulations:

- For the safety of our children, the consumption of alcohol at overnight camps is prohibited during the camp week. Counsellors at day camps are permitted to consume alcohol after the camp, providing they are off-premises and do not wear their LEOlingo clothing, and their ability to perform their job the following day is not affected.
- The use of tobacco is permitted at camp in designated smoking areas away from the children and camp buildings. Illegal substances are always strictly prohibited.
- Counsellors are not permitted to take or publish photographs/videos of children and the camps online, including but not limited to social media and blogs. A LEOlingo camera is provided at each campsite for the purpose of taking photographs for the parents of the campers, as well as for LEOlingo advertising purposes.
- LEOlingo reserves the right to use any data submitted during the application and hiring process for HR purposes.

By completing the application form below, you are confirming that you have read and understood the information provided in this document and the LEOlingo counsellor policies stated above. If hired, you understand that you will be expected to abide by these standards during your employment with LEOlingo Süddeutschland and that your failure to do so could result in your dismissal.



First Name	Click here to enter
Last Name	Click here to enter
Nationality/-ies	Select 1 -- Select 2
Native Language	Select 1 -- Select 2
Sex	Click here to select
Date of Birth	Click here to enter
Address	Click here to enter
Email Address	Click here to enter
Skype ID	Click here to enter
Tel. Number	Click here to enter

Education Please list your higher education

Dates	University/School Name	Programme/Major
Click here to enter	Click here to enter	Click here to enter
Click here to enter	Click here to enter	Click here to enter
Click here to enter	Click here to enter	Click here to enter

[Click here to type...](#)

Do you have any TEFL or other teaching qualifications? [Click here to select your answer](#)

Do you have any other relevant qualifications? i.e. First Aid [Click here to select your answer](#)



Click here to type...

Click here to type...

Do you speak any other languages?

Click here to select your answer

Previous Employment

Please list your last three jobs and provide a referee

Dates	Employer/Company	Referee (inc. email address)	Job Title	Job Description
Click here to enter	Click here to enter	Click here to enter	Click here to enter	Click here to enter
Click here to enter	Click here to enter	Click here to enter	Click here to enter	Click here to enter



Click here to enter	Click here to enter	Click here to enter	Click here to enter	Click here to enter



[Click here to type...](#)

Do you have any experience working with children?

[Click here to select your answer](#)

[Click here to type...](#)

Do you have any experience as a camp counsellor?

[Click here to select your answer](#)

[Click here to type...](#)

Do you have any experience teaching?

[Click here to select your answer](#)

Do you have any experience of working/living abroad?

[Click here to select your answer](#)



[Click here to type...](#)

Skills Please rate yourself from 1 (very poor) to 5 (very good) on the following skills and explain below

Team Sports i.e. American Football, Rugby, Cricket, Baseball, ball games, or national sports...

[Select your rating](#)

[Click here to type...](#)

Arts and Crafts

[Select your rating](#)

[Click here to type...](#)

Music TIP: Do you have any experience singing or leading camp songs? Can you play an instrument?

[Select your rating](#)

[Click here to type...](#)

Theatre TIP: If you have no experience, how comfortable are you looking silly in front of large groups/being able to laugh at yourself?

[Select your rating](#)

[Click here to type...](#)



Games TIP: Have you ever had to run any team-building games? Do you have any experience of organising any language-based games?

Select your rating

[Click here to type...](#)

Soft Skills

Dealing with new situations

Select your rating

Dealing with stressful situations

Select your rating

Talking in front of a big group

Select your rating

Patience

Select your rating

Dealing with criticism

Select your rating

Self-confidence

Select your rating

Open-mindedness

Select your rating

Organisation

Select your rating

Independence

Select your rating

Reliability

Select your rating

Punctuality

Select your rating

Tidiness

Select your rating

Final Questions

What do you like to do in your free time? What are your hobbies?

[Click here to type...](#)

Is there anything a host family would need to know about you i.e. dietary requirements, allergies, afraid of dogs, smoker/non-smoker?

[Click here to select your answer](#)



[Click here to type...](#)

Some of our camps are activity camps: Are you scared of heights, water, or small spaces?
[Click here to select your answer](#)

[Click here to type...](#)

Would you be available for the entire summer season, from 17th July to 4th September?
(Please note: Our mandatory training week begins on Friday 17th July 2020)

[Click here to type...](#)

How did you hear about LEOlingo? [Click here to select your answer](#)

[Click here to type...](#)