

[Date]

[Candidate Name]  
[Candidate Address]  
[City, State, Zip Code]

Dear [Candidate Name],

We are pleased to offer you the seasonal position of Camp Counselor at [Camp Name] for the [Year] summer season. We were impressed with your skills and enthusiasm, and we believe you will be a great addition to our team.

**Employment Period:**

Your employment is scheduled to begin on [Start Date] and end on [End Date]. This includes a mandatory staff training period from [Training Start Date] to [Training End Date].

**Compensation:**

You will be paid a [Salary/Stipend/Hourly Rate] of [Amount] per [Week/Pay Period]. Payments will be made on a [Weekly/Bi-weekly] basis. [Optional: Room and board are provided as part of your employment.]

**Responsibilities:**

As a Camp Counselor, your duties will include supervising campers, leading recreational activities, ensuring the safety of all participants, and upholding the values and policies of [Camp Name].

**Conditions of Employment:**

This offer is contingent upon the following:

- Successful completion of a background check.
- Submission of required medical forms and proof of certifications (e.g., CPR/First Aid).
- Completion of all required onboarding paperwork.
- Adherence to the staff code of conduct and camp policies.

Please indicate your acceptance of this offer by signing below and returning this letter by [Deadline Date].

We look forward to having you at [Camp Name] this summer!

Sincerely,

[Name of Camp Director/Hiring Manager]  
[Title]  
[Camp Name]

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**Acceptance:**

I, [Candidate Name], accept the offer of seasonal employment as a Camp Counselor for the [Year] summer season.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_