

Subject: Request to Attend the Project Real Job Pre-Conference Staffing Strategy Lab



Hi [Supervisor's Name],

I'm writing to request approval to attend the **Project Real Job Tri-State Pre-Conference session, Staffing Strategy Lab: Strengthen & Fill in the Gaps of Our 2026 Staffing Process**, which takes place from **1:00–5:00 PM** the day before the start of the main conference.

This pre-conference is a hands-on working session designed specifically for camp professionals to strengthen and complete their staffing plans for summer 2026. Rather than a traditional presentation with lots of ideas that end up in a notebook, participants will actively work through their own recruiting, hiring, engagement, and retention processes and leave with a clear, actionable plan that can be implemented immediately.

The value of attending includes:

- Leaving with a stronger **customized staffing plan** for 2026
- Practical tools and strategies for recruiting, hiring, and retaining staff
- Targeted time to address gaps in our current staffing process
- Coaching and feedback from experienced camp staffing professionals
- Stronger staffing systems = better retention

The cost is **\$59**, plus the additional travel day and lodging. I believe this is a worthwhile investment with high impact, as the outcomes directly support our staffing goals and can save significant time, headaches, and resources during the hiring and summer season.

I'm happy to share the materials and strategies I develop during the session with our team and apply them directly to our upcoming staffing efforts.

Thank you for considering this request. I'm confident this pre-conference will strengthen our staffing approach and positively impact the success of our camp this year and beyond.

Respectfully,
[Your Name]

P.S. The link to register can be found [HERE](#) in addition to the free resources provided by ACA's [Project Real Job](#) whose goal is to support camps in their efforts to recruit, hire and retain staff.