

Everglades

Youth Conservation Camp

2016 STAFF APPLICATION

(Minimum Age Requirement: 18)

Applicant Information	
<i>Please print neatly or type this information.</i>	
Full Name:	
Date of Application:	
Will you be at least 18 years old by June 5, 2016?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Permanent Address:	
School or Business Address:	
Home Phone Number:	
Cell Phone Number:	
E-mail Address:	
Dates Available: _____ through _____	
<i>(Please note that camp runs from June 5 - August 5, 2016. Support Staff and Instructors will need to be available in May for some additional training.)</i>	

Education			
<i>Please state high school education and beyond</i>			
School	Years	Major Subjects	Degree

References

Please provide names and addresses of three people (not related to you) who have knowledge of your character, experience, work habits and ability.

Reference 1	Name and Relationship to you:	
	Phone Number:	
	Address:	
Reference 2	Name and Relationship to you:	
	Phone Number:	
	Address:	
Reference 3	Name and Relationship to you:	
	Phone Number:	
	Address:	

Camp Experience

Please explain any experience you have with camps.

Dates Attended	Camp Location / Name	Director's Name	Were you a staff member or a camper?

Position Overviews

Please rank the programs listed below with #1 being the program in which you are most interested. Certification trainings are provided for each position.

Rank	Position	Description/Special Certifications
	Assistant Camp Director	Provides supervision of instructional and support summer staff. Assist camp director with implementing programming, staff evaluations, and safety during the summer season.
	Group Leader	Assists ½ day, facilitates evening programs, supervises campers in cabins
	Medical Director	Provides medical care to all campers, junior counselors, and staff (Must be an RN.)
	Custodian	Cleans bathrooms, dining hall, grounds maintenance, and repair work around camp
	Cooks	Prepares all meals, cleans and maintains kitchen to standards, orders food/SafeFood Certified
	Dish Washer	Assists in the kitchen with cleaning and washing of dishes and food preparations as needed.
	Camp Assistant	Answers the phone, maintains camp store, takes pictures of camp activities
	Range Master	Oversees archery and shooting range for all ages/ Level 1 Archery certified and NRA instructor certified for rifle, shotgun, and Safety Officer
	Activities Assistant	Helps Instructors get materials ready for programs, transports trailers for off-site programs, assist with maintenance at camp, assists with camp safety (Driving required)
	Head Group Leader	Oversees evening programs, supervises group leaders, assists with afternoon activities
	Leadership Camp Instructor	Supervises the Leadership Campers (high school) volunteer program, assigns duties, provides training
	Wildlife Adventurer Instructor	Provides conservation education instruction to 3rd–5th graders
	Eco-Equestrian Instructor	Supervises horseback-riding program off-site for 3rd–8th graders (Driving Required)
	Trail Blazers Instructor	Provides conservation education instruction for 6th–7th graders with one overnight tent experience
	Pathfinders Instructor	Provides hunter safety instruction to 6th–7th graders/Must be Hunter Safety Instructor /USA Level 1 Archery Certification/NRA for Rifle, Shotgun and Black powder
	Anglers Instructor	Implements freshwater fishing program to 4th–5th graders /lifeguard certification
	Seafarers Instructor	Implement saltwater fishing program for 6th–8th graders/lifeguard certification/Level 2 Kayak Instructor
	Explorers Instructor	Provides conservation education instruction to 8th graders with two nights of tent camping /lifeguard certification/Level 2 Kayak Certification
	Rangers Instructor	Implements advanced shooting sports program for 7th–8th graders/Level 1 USA Archery Instructor and NRA instructor certified for rifle and shotgun
	Mariners Instructor	Implements marine program with 7th–8th graders off-site/ Must be 21 years old, Lifeguard certified, and Level 2 Kayak Instructor (Driving Required)
	Lifeguard	Supervises swimming and waterfront for all ages/Lifeguard certification
	Paddle Sports Instructor	Provides basic skills training for kayaks, canoes and paddleboards to all ages/ Level 1 Kayak Instructor with and Level 1 Canoe Instructor certifications
	Fishing/Sports Instructor	Provides fishing and sport opportunities to all ages /lifeguard certification
	Archery Instructor	Provide archery instruction to all ages / Level 1 USA Archery certified

Support Staff

For what type of position are you applying?:	<input type="checkbox"/> Support Staff <input type="checkbox"/> Instructor <input type="checkbox"/> Group Leader
Will you accept any assignment that is offered to you?:	<input type="checkbox"/> YES <input type="checkbox"/> NO
If applying for an instructor position, would you accept assignment as a group leader if necessary?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Would you be willing to secure certification in order to obtain a position with training requirements?	<input type="checkbox"/> YES <input type="checkbox"/> NO
If yes, which programs? (N/A for group leader)	

Past Work History

Starting with your most recent employer, please provide a full record of all employment – paid or volunteer. Explain any gaps in employment. Include any positions on camp staff. You may attach additional sheets, if necessary.

Employer #1 (Your most recent employer)	Dates:	
	Employer:	
	Supervisor, Title:	
	Address:	
	Phone Number:	
	Nature of Work:	_____ _____
	Reason for Leaving:	_____ _____

Employer #2	Dates:	
	Employer:	
	Supervisor, Title:	
	Address:	
	Phone Number:	
	Nature of Work:	_____ _____
	Reason for Leaving:	_____ _____

Employer #3	Dates:	
	Employer:	
	Supervisor, Title:	
	Address:	
	Phone Number:	
	Nature of Work:	_____ _____
	Reason for Leaving:	_____ _____

Indicate any employer you do not wish us to contact, and the reason:

Applicant Biography

Write a brief biographical sketch, including specialized training in camping, and experience or training in other fields which might have a bearing on the positions(s) for which you are applying. (*Attach a separate sheet if necessary.*)

What contributions do you think you can make at camp?

What contributions do you think a well-run camp can make to children?

Camp Program Skills:

Directions: For those activities which you can **organize and teach** as an expert, write “**T**” in the adjacent box. Write an “**A**” for those in which you can **assist**. Add a “**C**” after the activity for those which you have **current certification**. For these, please attach a copy of your certification. You may certainly add other activities you feel could benefit the camp.

Arts/Crafts		Camping Skills	
	Drawing/Painting _____		Hiking _____
	Leather Craft _____		Orienteering _____
	Photography _____		Outdoor Cooking _____
	Woodworking _____		Outdoor Living Skills _____
Waterfront Activities			Overnights (Tent Camping) _____
	Canoeing _____		Wilderness Trips _____
	Kayaking _____	Sports/Fitness	
	Paddle Board		Archery _____
Nature			Fishing _____
	Wildlife _____		Informal Games _____
	Astronomy _____		Riflery _____
	Birds _____	Miscellaneous/Other	
	Environmental Studies _____		
	Plants _____		Team Building _____
	Aquatic Investigations _____		Equestrian Skills _____
	Weather _____		
Campfire			
	Songs _____		
	Storytelling _____		
	Skits _____		
Management Skills			
	Leadership Development _____		
	Organize Activities _____		
	Manage Groups _____		
	Community Relations _____		
	Manage Time Well _____		

Certifications and Camp Support Staff Skills:

Directions: In the following list, please check those items in which you have experience and skills. Mark with a "C" those for which you hold current certification and attach a copy of your certification

Business/Administration		Food Service	
	Bookkeeping/Accounting _____		Cooking/Meal Preparation _____
	Computer/Technical _____		Food Handler's Permit/Cert. _____
Maintenance			Menu Planning _____
	Auto Mechanics _____		Purchasing _____
	Carpentry _____		Sanitation _____
	Electrical _____	Miscellaneous/Other	
	Plumbing		
Health/Safety			
	CPR _____		
	First Aid _____		
	Lifeguard _____		
	Nursing (RN) _____		

DISCLOSURE STATEMENT

*Social Security #:

Other names by which known (e.g., maiden name):

Date of Birth:

*Driver's License #:

State of Driver's License:

Expiration Date:

Do you have a valid driver's license?

YES NO

Do you have a current chauffeur's type license?

YES NO

Do you have a commercial driver's license?

YES NO

1. Previous residence(s) for last five years (include college and home residences):

City

State

Years

2. Have you ever been convicted of any crime relating in any manner to children and/or your conduct with them?

YES NO

If yes, please explain: (Use a separate sheet if necessary.)

3. Have you ever been adjudged liable for civil penalties or damages involving sexual or physical abuse of children?

YES NO

If yes, please explain: (Use a separate sheet if necessary.)

4. Are you now or have you ever been subjected to any court order involving sexual or physical abuse of a minor, including, but not limited to a domestic order or protection?	<input type="checkbox"/> YES <input type="checkbox"/> NO
If yes, please explain: (Use a separate sheet if necessary.) <hr/> <hr/>	

5. Have your parental rights ever been terminated for reasons involving sexual or physical abuse of children?	<input type="checkbox"/> YES <input type="checkbox"/> NO
If yes, please explain: (Use a separate sheet if necessary.) <hr/> <hr/>	

I understand that:	
<p>a. The camp may deny employment to any person who answers “yes” to any one of the questions 2 – 5. If hired and the employer later discovers circumstances that would indicate a “yes” answer to any of the above questions, employment may be terminated immediately.</p> <p>b. The information provided on this form is subject to verification, which may include a criminal history check and request from any Central Registry of Child Abusers.</p> <p>c. The camp may terminate employment or volunteer service of any person if that person is found, regardless of when discovered, to:</p> <ol style="list-style-type: none"> 1. have a history of complaints of abuse of a minor; 2. have resigned, been terminated or been asked to resign from a position whether paid or unpaid, due to complaint(s) of sexual abuse of a minor; and/or 3. have falsified or omitted information in this disclosure statement. <p>d. This disclosure statement must be updated yearly.</p> <p>I authorize investigation of all statements herein, including any checks of criminal records, and release the camp and all others from liability in connection with same. I understand that, if employed, I will be an at-will employee unless there is an agreement or law which alters that status. Furthermore, I understand that any agreement must be in writing and signed by the designated camp official. I also understand that misrepresentations or falsifications herein or in other documents completed or submitted by me will result in the dismissal, regardless of the date of discovery by the camp.</p>	
Signature:	Date:

**Required for background screening*