

2021 Summer Season

Staff Application

For New Staff to EYCC

Summer Camp Information

The Everglades Youth Conservation Camp is owned and operated by the Florida Fish and Wildlife Conservation Commission. We are part of the Florida Youth Conservation Centers Network with our focus on creating the next generation that cares. Our network includes two residential camps and two day camps in addition to providing partnerships to other organizations that work with getting children outdoors. Our goal is to provide skills training in the areas of fishing, boating, shooting sports and wildlife discovery. By providing the skills needed to be successful in these areas, we hope children will be more confident and want to spend more time outdoors participating in these activities. We know we cannot reach the entire State of Florida, so our partnerships allow us to provide instructor level training to leaders of other organizations and then provide them with outdoor recreational equipment and supplies to run outdoor programming for children and families. Since 2010 when this division was added to the FWC agency, the FYCCN has reached over 2 million children.

EYCC offers 11 conservation-oriented programs each summer to children who have completed 3rd grade to high school. We are a residential summer camp; therefore, staff and children live onsite from Sunday to Friday of each week. Please visit our website at www.fyccn.com/eycc to learn more about the programs we offer. This will help you better understand our focus.

If selected to work for the EYCC, you will serve as an OPS (other personal service) employee for the Fish and Wildlife Conservation Commission for a short-term seasonal position. EYCC staff must be willing to make the 8-week commitment to be considered for employment. Instructors must be available for their specific training dates (See May Training Calendar).

Janice Kerber

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Everglades

Youth Conservation Camp

Applicant Information

Please print neatly or type this information.

Full Name:

Date of Application:

Permanent Address: (Street, City, State, Zip Code)

Other Address: (Provide the address you want all employment information to be sent; Include Street, City, State, Zip Code)

Cell Phone Number:

Home Phone Number:

Email Address: (provide one you monitor regularly)

Dates Available: _____ through _____

(Please note that this is a eight-week employment period from June 13th to August 6, 2021. Summer Staff is expected to be available for the entire eight-week period. For instructor positions you will need to be available for certification trainings during the month of May/early June.)

Will you accept any assignment that is offered to you? Yes No

If applying for an instructor Position, would you accept a group leader position if necessary? Yes No

Are you available to attend the certification trainings for the positions you are requesting? Yes No
(See attached training calendar)

When are you available for an interview (in person or Teams)?

Please provide a brief statement about why you would like the #1 position you are requesting and the qualifications you have for that position. (See page 2 for all positions)

Position Overviews

Please rank the programs listed below with #1 being the program in which you are most interested. Limit to 5 choices.

Certification trainings are provided for administrative, and instructional positions during the month of May.

You must be available from May 6th to August 2nd if selecting an instructional position. All other positions must be available from June 2nd to August 2nd, 2019.

Rank	Position	Description/Certifications	
	<i>Activities Assistant</i>	Provides supervision of instructional staff. Help assistant camp director with implementing programming, staff evaluations, and safety. Certified for all aspects of camp programs. <i>(Level 1 Canoe, SUP skills, Level 2 Kayak; Lifeguard and USA Level 1 Instructor Certification; Boater Safety Certification)</i>	Administrative staff
	<i>Head Group Leader</i>	Oversees evening programs, supervises group leaders. Assist camp director with implementing evening programming, staff evaluations and safety.	
	<i>Medical Director</i>	Provides medical care to all campers and staff. (Must be an RN to apply.)	
	<i>Food Service Manager</i>	Manage the kitchen staff and oversee all operations of kitchen to Health Department Standards, order food, prepare meals for campers and staff (Must be ServSafe Certified)	
	<i>Range Master</i>	Supervise shooting and archery range staff and shooting sport programs. (Hunter Safety Certified, USA Level 1 Archery Instructor, NRA Range Safety Officer)	
	<i>Cooks</i>	Prepare meals for children, clean and maintain kitchen to Health Department Standards	
	<i>Dish Washer</i>	Assists in kitchen with cleaning and washing of dishes, emptying trash, food preparations as needed.	
	<i>Maintenance Assistant</i>	Assist with maintenance needs around camp, make sure water coolers are delivered around camp, transports trailers for off-site programs; and Clean Bathhouses, Dining hall, grounds maintenance	
	<i>Leadership Camp Instructor</i>	Supervised the leadership camp (high school) program, assigns duties, provides training to campers	
	<i>Eco-Equestrian Instructor</i>	Supervises the off-site horseback riding program for 3 rd to 8 th grade campers <i>(Must be 21 years; Driving required; lifeguard and USA Level 1 Instructor Certification)</i>	
	<i>Wildlife Adventurers Instructor</i>	Provides conservation education program focusing on upland ecosystems through hikes and hands-on activities to 3 rd to 5 th grade campers. <i>(Lifeguard and USA Level 1 Instructor Certification)</i>	
	<i>Wetland Wanderers Instructor</i>	Provides conservation education program focusing on wetland systems through hikes and hands-on activities to 3 rd to 5 th grade campers. <i>(Lifeguard and USA Level 1 Instructor Certification)</i>	
	<i>Anglers Instructor</i>	Implements our freshwater fishing program to 4 th and 5 th graders. <i>(Lifeguard and USA Level 1 Instructor Certification; Boater Safety Course)</i>	
	<i>Trail Blazers Instructor</i>	Provides conservation education program to include a one-night camping experience for 4 th and 5 th graders. <i>(Level 1 Canoe; Lifeguard and USA Level 1 Instructor Certification)</i>	
	<i>Pathfinders Instructor</i>	Implement the hunter safety program to 6 th to 8 th graders. <i>(Hunter Safety Instructor; Lifeguard and USA Level 1 Instructor Certification)</i>	
	<i>Seafarers Instructor</i>	Implement the saltwater fishing program to 6 th to 8 th grade campers. <i>(Must be 21 years; Driving Required; Lifeguard and USA Level 1 Instructor Certification; Boater Safety Certification)</i>	
	<i>Explorers Instructor</i>	Provide a conservation education program with a two-night camping experience to 6 th to 8 th grade campers. <i>(Lifeguard and USA Level 1 Instructor Certification)</i>	
	<i>Rangers Instructor</i>	Implement advanced shooting sports program to 7 th to 8 th grade campers. <i>(Hunter Safety certified, USA Level 1 Archery Instructor, NRA Range Safety Officer; Lifeguard Certification)</i>	
	<i>Mariners Instructor</i>	Provide marine ecology instruction to 7 th – 8 th graders. <i>(Must be 21 years; Driving Required; Level 2 Kayak Instructor; Lifeguard and USA Level 1 Instructor Certification; Boater Safety Certification)</i>	
	<i>Waterfront Lifeguard</i>	Supervise swimming at waterfront (pond) for all campers. <i>(Lifeguard and USA Level 1 Instructor Certification)</i>	
	<i>Paddle Sports Instructor</i>	Provides basic paddling skills for canoe, kayak, and paddle boards to all campers. <i>(Level 1 Canoe, SUP skills, Level 2 Kayak; Lifeguard and USA Level 1 Instructor Certification; Boater Safety Certification)</i>	
	<i>Fishing/Sports Instructor</i>	Provides fishing and sport opportunities for all campers. <i>(Lifeguard and USA Level 1 Instructor Certification; Boater Safety Certification)</i>	
	<i>Archery Instructor</i>	Provides archery instruction to all campers. <i>(Lifeguard and USA Level 1 Instructor Certification)</i>	
	<i>Activities Assistant</i>	Provides instruction /assistant in any area as needed to maintain proper supervision ratios. <i>(Level 1 Canoe, SUP skills, Level 2 Kayak; Lifeguard and USA Level 1 Instructor Certification; Boater Safety Certification)</i>	
	<i>Group Leaders</i>	Facilities evening programs; Sleep in cabins with campers to provide supervision for up to 16 campers; assist instructors for ½ day.	

***Instructors and Administrative staff will only need to attend camp from May 10th to June 11th on specific training dates. A calendar is attached. Please make sure you will be available for the trainings of the positions you are selecting.**

****If hired, all staff must attend a mandatory Human Resource Day to complete paperwork, background screening, and receive an overview of camp operations. These dates are scheduled throughout the month of May (see attached calendar to determine which one you will be able to attend.)**

DISCLOSURE STATEMENT

Name:

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

*Date of Birth:

*Driver's License #:

State:

Expiration Date:

Do you have a valid driver's license?

Yes

No

Do you have a current chauffer's type license?

Yes

No

Do you have a commercial driver's license?

Yes

No

1. Previous residence (s) for the 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? Yes No

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

5. Have your parental rights ever been terminated for reasons involving sexual or physical abuse of children? Yes No

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

I understand that:

- a. The camp may deny employment to any person who answers “yes” to any 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.
- 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.
- c. The camp may terminate employment or volunteer service of any person if that person is found, regardless of when discovered, to:
 - 1. Have a history of complaints of abuse of a minor;
 - 2. Have resigned, been terminated or been asked to resign for 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.
- d. This disclosure statement must be update yearly.

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 designate 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.

Signature:

Date:

*Required for background screening

Florida Fish and Wildlife
Conservation Commission

MyFWC.com



Past Work History

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

Employer #1	Name of Business:
	Supervisor's Name:
	Nature of Work:
	Reason for Leaving:
Contact Number: () -	
Employer #2	Name of Business:
	Supervisor's Name:
	Nature of Work:
	Reason for Leaving:
Contact Number: () -	
Employer #3	Name of Business:
	Supervisor's Name:
	Nature of Work:
	Reason for Leaving:
Contact Number: () -	

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

APPLICANT BIOGRAPHY

Please attach a separate sheet if necessary. Questions must be answered to be considered for a staff position.

1. Write a brief biographical sketch, including specialized training in camping, and experiences or training in other fields which might have a bearing on the position(s) for which you are applying.

2. What contributions do you think you can make at camp?

3. What contributions do you think a residential camp can make to children?

COMMUNICABLE DISEASES AT CAMP

Protocols for EYCC Staff (for Acknowledgement and Signature)

In accordance with guidance provided by the American Camp Association, *Field Guide for Camp Implementation of CDC Guidance*, the Everglades Youth Conservation Camp will be providing summer camp opportunities with a reduced number of participants. Additional measures will be in place and followed to address the risk of COVID-19.

You must examine the risk inherent in your participation as a staff member of EYCC during a pandemic. In order to minimize the risk, there are strategies that everyone will be expected to implement prior to any participation. Please be aware of the following **BEFORE ARRIVAL** at EYCC.

PLEASE:

1. Make sure you are well rested, nourished, hydrated and familiar with wearing a face mask prior to coming to camp. The goal is for staff to arrive as resilient as possible.
2. Stay home if they show any symptoms associated with COVID-19 and communicate such with camp administration.

People with COVID-19 have experienced a wide range of symptoms, ranging from mild to severe illness. Symptoms may appear **2-14 days after exposure to the virus**, so it is expected you will notify camp administration immediately if you experience these symptoms *after* camp has ended so tracing can occur. People with symptoms of COVID-19 may have:

- Cough
 - Shortness of breath or difficulty breathing
 - Fever
 - Chills
 - Muscle pain
 - Sore throat
 - New loss of taste or smell
3. Consult your medical provider to determine if attendance is acceptable if you or a family member are at high risk for complications related to COVID-19.
 4. Prescreen yourself for 14 days prior to arriving at camp. This pre-screening should include:
 - a. Taking and recording your temperature for 14 days before camp.
 - b. Monitoring for the presence of symptoms (fever of 100°F or greater, cough, shortness of breath, diarrhea, fatigue, headache, muscle aches, nausea, loss of taste or smell, sore throat, or vomiting) within the past two weeks.
 - c. Keeping away from any individuals that have traveled nationally or internationally.
 - d. Determining if you've been in close contact with an individual who has been diagnosed with, tested for, or quarantined as a result of COVID-19.
 - e. If you live out of the State of Florida, then you will need to arrive in enough time to be isolated for 14 days from others prior to your trainings and interactions with other staff at EYCC. Please call Janice to discuss your options.
 - f. Staff will be encouraged to get the vaccine if available. We will not be allowed to mandate it. If all staff are vaccinated, then some of our restrictions will alter.

Until we are certain of a viable vaccine and its availability to the general public, we will need to proceed with the following guidelines. We will adjust our guidelines as the conditions improve or degrade. Please understand we are attempting to prepare for Summer 2021 with a lot of unknowns.

The Florida Fish and Wildlife Conservation Commission's Florida Youth Conservation Centers Network reserves the right to not admit anyone who may pose a communicable disease risk to others. *If you start to show any questionable symptoms while at camp, you will be sent home immediately to prevent the spread of the potential illness.*

As much as we enjoy close contact with our friends at camp, we will need to stress the importance of social distancing, wearing masks and staying in our cohort groups. In the cohort model, staff participating in the same programs will be kept together for housing, meals and day to day operations. Instructors will sleep in the cabins with their campers and group leaders. This model helps to stop the spread of any diseases throughout the entire camp and allows for contact-tracing. This model was extremely successful with the residential camps that ran during the 2020 summer season.

What does this mean for you during the camp work week?

- We will only have 8 campers for each program with one instructor and the two assigned group leaders (one male and one female). Instructors will still have their evenings off, and group leaders will still have time off during the day.
- Two program groups will be assigned to each cabin. This is your cohort group. (For example: Wildlife Adventurers and Wetland Wanderers will be assigned to cabins 4 (girls) and 7 (boys). All staff associated with those programs will also be assigned to those cabins.)
- Those program groups will eat at the same time in the same section of the dining hall.
- They will rotate to the rotational activities together.
- Your program time will be held at the same time but in different locations to meet the curriculum needs of each program.
- Campers Choice will become cabin choice with the entire cabin group going to one activity for that period. There will be only one cabin group at each activity area. Cohort groups can participate in the same activity.

What does this mean for your off time?

- Everyone will need to understand that your actions/interactions in the general public or with each other when not at camp will impact the entire Camp Community. If you go out and get COVID or another communicable disease, then you are likely going to come back to camp and spread that disease. If too many people get sick, then the camp is shut down. We will not be able to finish the summer and your jobs no longer exist. Please remember that there will be vulnerable people on the staff choosing to work but at severe risk if they get COVID. We also have staff with vulnerable adults living in their homes.
- Interactions on your off time will need to be safe not eliminated.
 - You can go home but think about who is in your home and if their jobs pose an increased risk to you or if you pose a risk to them. Think about how you will interact with your family and friends over the weekend. You will need to continue to wear a mask, practice social distancing and wash your hands frequently.
 - You can go out with other staff not in your cohort. If doing so, have the people from the same cohort ride together in one car (masks on), and staff from another cohort ride in a different car. When you get to your destination such as a restaurant, try to sit with your cohort members being socially distanced from other cohort groups and/or eat outside when possible. Find activities to do that will keep the group outside and not in close contact with one another such as miniature golf or a beach day. You can still be together with some distance between you.
 - WEAR YOUR MASKS WHEN GOING IN CARS, GROCERY STORES, MOVIE THEATERS, ETC.
 - Wash your hands frequently.

At camp we will have the following screening and monitoring protocols in place to help stop the spread of any communicable disease:

1. Each Sunday upon arrival, staff will be screened for any signs of communicable diseases. The daily check-in process will include taking your temperature using an infrared forehead thermometer, listening to your lung sounds and getting your O2 readings. Staff with an abnormal screening will not be permitted to stay at camp. You will be asked to go home and get a COVID test. If the test is negative, then you will be permitted back to camp. If it is positive, you will need to wait 5 days, then rescreen. We will follow the current guidelines from the CDC in terms of when you can return to work.
2. Frequent handwashing and use of hand sanitizing solutions will be expected.
3. We will reinforce the importance of coughing/sneezing “into your sleeve” and not covering your mouth with your hand.
4. We will stress the importance of not touching one’s face with potentially dirty hands.
5. We will encourage everyone to not share any personal items.
6. Everyone will need to drink water frequently.
7. We will have frequent sanitizing of all camp equipment and supplies.

- 8. The dining hall, classroom, cabins and bathhouses will be cleaned more frequently with sanitizing of any surface with frequent exposure to a variety of hands.
- 9. The camp may decide to dismiss, or end camp early based on any test results in any camp session.

We at EYCC still feel that we can have a successful residential camp with specific guidelines in place to keep the campers and staff safe and healthy. If you think you are willing and able to meet these guidelines while working and on your free time to keep our Camp Community a healthy environment, then please acknowledge by signing this form. If the sacrifice is too much for you to make this summer, then apply for the 2022 Summer Season when we hope we will be able to relax some of these guidelines.

If available are you willing to get the COVID-19 vaccination? (circle response) Yes No

ACKNOWLEDGEMENT

I have read, understand, and am willing to meet the expectations for camp, and understand the risks associated with attending camp during a pandemic.

Signature: _____ **Date:** _____