

# Camp Staff Application

Developed by American Camping Association

Return to:  
Keith Ploof  
PO Box 54  
Highgate Ctr VT 05459-0054

(Please type or print)

Date of application \_\_\_\_\_

Name \_\_\_\_\_ Social Security # \_\_\_\_\_

Permanent Address \_\_\_\_\_  
Street Address City State ZIP

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_  
Area Code + Number

School/Business Address \_\_\_\_\_  
Street Address City State ZIP

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_  
Area Code + Number

Dates Available: From \_\_\_\_\_ to \_\_\_\_\_

What type of position do you want at camp? \_\_\_\_\_ Salary desired \_\_\_\_\_

Do you meet or exceed any minimum age requirements for that position? \_\_\_\_\_  
Don't Know Yes No

Can you perform the essential functions of the job for which you have applied, with or without reasonable accommodation? \_\_\_\_\_

If you are hired, would you desire/ need housing for any person(s) other than yourself at the camp? \_\_\_\_\_

**Past Work History.** Provide a full history of all employment-paid and volunteer-and explain any gaps in employment. Include any gaps in employment. Include any positions on camp staff. Use a separate sheet, if necessary.

Dates	Employer/Supervisor	Address/Phone	Nature of Work	Reason for Leaving

Indicate any employer you do not wish us to contact, and the reason. \_\_\_\_\_  
 \_\_\_\_\_

**References:** Give names and addresses of three persons (not relatives) having knowledge of your character, experience, work habits and ability.

Name	Address & City	Phone

**Camp Experience**

Dates	Camp & Director	Location	Camper or Staff?

**Education – High School and Beyond**

Years/School	Major Subjects	Degree Granted

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

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**Camp Program Skills:** In the following list, put a “T” before those activities you can organize and teach as an expert, and an “A” beside those activities in which you can assist. Put a “C” AFTER those in which you have current certification and attach a copy of your certification. If you have other talents in a certain activity, list it on the blank space provided in each category.

Adventure/Challenge	Dance (list)	Sports/Fitness	Waterfront activities
Challenge ropes course	_____	Aerobics/Exercise	Canoeing
Challenge rappelling	_____	Archery	Fiving
Spelunking/Caving		Baseball/Softball	Kayaking
_____	<b>Drama</b>	Basketball	Rafting
	Clowning	Bicycling/biking	Rowing
<b>Arts &amp; Crafts</b>	Theater	Boxing	Scuba

Ceramics/pottery		Fencing	Swimming
Drawing/Painting		Football	Synchronized swimming
Leathercraft	<b>Music</b>	Golf	
Metalwork	Singing	Gymnastics	
Photography	Instrument (list)	Hockey (field)	
Woodworking		Horseback riding	<b>Miscellaneous</b>
		Informal games	Academics
		Martial Arts	Aviation
	<b>Nature</b>	Riflery	Community Service
<b>Campcraft Pioneering</b>	Animals/animal care	Skating	Farming/Ranching
Backpacking	Anatomy	Soccer	Gardening
Campcraft	Birds	Tennis	Foreign language
Hiking	Environmental Studies	Track/Field	Leadership Development/CIT
Orienteering	Flowers	Volleyball	Radio/TV/Video
Outdoor Cooking	Forestry	Wrestling	Storytelling
Outdoor Living Skills	Insects		Teambuilding
Overnights	Rocks/minerals		Worship services
Wilderness Trips	Weather		Religious Activities

**Certifications and camp support staff skills.** In the following items, please check those items in which you have experience and skills. Mark with a "C" those in which you have current certifications, and attach a copy of your certification.

<b>Business/Administration</b>	<b>Health/Safety</b>	<b>Maintenance</b>	<b>Food Service</b>
Bookkeeping/Accounting	CPR	Auto mechanic	Cooking/meal prep
Computer/Technical	First aid	Carpentry	Food Handlers per./Cert.
Computer/software(list)	Lifeguard	Electrical	Menu planning
	Nursing	Plumbing	Purchasing
			Sanitation

**Answer these questions ONLY if applying for a position requiring driving.**

Do you have a valid driver's license? \_\_\_\_ YES      \_\_\_\_ NO      STATE \_\_\_\_\_

Do you have a current chauffeur's type license? \_\_\_\_ YES      \_\_\_\_ NO

Do you have a commercial driver's license? \_\_\_\_ YES      \_\_\_\_ NO

What contributions do you think you can make at camp? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**HARRASSMENT** The camp policy is to prohibit all forms of harassment by our employees. This includes sexual, racial, religious and other forms of harassment. Have you ever been accused of harassment by any person, including, but not limited to workplace harassment? (Note: A prior accusation is not an automatic bar to employment. The type of accusation and when it occurred will be evaluated by the camp before any decision is made.) \_\_\_\_\_ YES \_\_\_\_\_ NO

Explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**CRIMINAL RECORD.** Have you ever been convicted of a crime, other than a minor traffic offense? If yes, please describe. (Note: A prior conviction is not an automatic bar to employment. The type of conviction and when it occurred will be evaluated by the camp before any decision is made.) \_\_\_\_\_ YES \_\_\_\_\_ NO

Explain: \_\_\_\_\_

\_\_\_\_\_

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 the applicant will result in dismissal, regardless of the date of discovery by the camp.

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