

<u>CAMP STAFF APPLICATION</u>						
Name _____						
	Last	First	Middle	Troop	District	
Permanent Address _____						
	Street	City	State	Zip	Telephone	
Social Security Number		Drivers License No.		State	Date of Birth	

CHOICES OF EMPLOYMENT (See page 2)

	<u>CAMP</u>	<u>DEPARTMENT (LODGE)</u>	<u>POSITION</u>	<u>SESSION*</u>
First	_____	_____	_____	_____
Second	_____	_____	_____	_____
Third	_____	_____	_____	_____

\*(CIT and Commissioners only)

GENERAL EMPLOYMENT INFORMATION

1. Employees must be registered members of the Boy Scouts of America.
2. Age requirements:
  - A. Counselor in Training (CIT) - 14 years old by June 1 of the current camping season. Serves one session only. Cannot advance in Mic-O-Say rank while serving as a CIT.
  - B. Instructors - 15 years old by June 1 of the current camping season.
  - C. Counselors - 18 years of age or high school graduates.  
BSA standards require some positions to be a minimum of 21 years of age.
3. The principles of the Scout Oath and Law must be practiced as a way of life. Staff are expected to set the highest example of excellence in Scouting.
4. Housing and meals are provided. Staff are expected to properly maintain living quarters and always be in attendance at meal time.
5. References are important and will be reviewed as part of the selection process. Have your references complete the enclosed forms and return them directly to camping services at the address listed below. **Applicants under 18 years of age must have one reference form completed by their Scoutmaster.**
6. Apply at anytime. However, applications received by December 1st will receive first consideration. Return completed application to: Camping Services, Heart of America Council, 10210 Holmes Road, Kansas City, MO 64131.

EQUAL OPPORTUNITY EMPLOYER

Applicants are not required to provide any information on this application that is prohibited by federal, state or local law. All applications will be given every consideration, but its receipt does not imply that the applicant will be interviewed or employed. The Heart of America Council does not discriminate on the basis of race, color, national origin, sex, religion, age or handicapped status in the provision of services or employment.

**AVAILABLE CAMP STAFF POSITIONS**

**LONE STAR, NAISH, PIERCING ARROW, SAWMILL**

Archery	Eagle Trail (N)	Nature	Program Director
Aquatics	Handicraft	Office	Project C.O.P.E.
Campsite Commissioner	Health Lodge	Outpost	Rifle Range
C.I.T.	Maintenance Commissioner	O.A. Coord. (N)	Scoutcraft
Conservation	MOS Couns. (B)	Trading Post	Shotgun
Dining Hall			Triple "X" Training (N)

(NOTE: N = NAISH; B= BARTLE)

**BARTLE RESERVATION STAFF**

Health Lodge	M-O-S (Blue Elk Lodge,	Reservation Office
Lakefront	Memorial Lodge)	Program Ranger
Program Ranger Comm.	M-O-S Advisor	

**HANDICAP SCOUT CAMP (ROTARY)**

Unit Staff	Unit Leader	Program Staff
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Most departments (lodges) have a director and/or counselor and instructor positions available.

**SCOUTING EXPERIENCE**

Tenure: Youth \_\_\_\_\_ Adult \_\_\_\_\_

Current rank \_\_\_\_\_ Leadership positions \_\_\_\_\_

Current registered position \_\_\_\_\_ Renewal date: \_\_\_\_\_

Other positions held \_\_\_\_\_

Awards Received \_\_\_\_\_

Mic-O-Say Status \_\_\_\_\_ Received: Session \_\_\_\_\_ Yr \_\_\_\_\_

Tribal Name \_\_\_\_\_

Order of the Arrow:

Induction date (Mo/Yr) \_\_\_\_\_ Ordeal member \_\_\_\_\_ Brotherhood \_\_\_\_\_ Vigil \_\_\_\_\_

Other O.A. Honors \_\_\_\_\_

List certifications or advanced training (CPR, National Camp School, BSA Lifeguard, etc.) include dates:

LONG TERM CAMPING EXPERIENCE

Camp \_\_\_\_\_ Year \_\_\_\_\_  
 Camp \_\_\_\_\_ Year \_\_\_\_\_  
 Camp \_\_\_\_\_ Year \_\_\_\_\_  
 High Adventure \_\_\_\_\_  
 Base \_\_\_\_\_ Year \_\_\_\_\_

Previous summer camp staff experience (list most recent first)

Position \_\_\_\_\_ Location \_\_\_\_\_ Year \_\_\_\_\_  
 Position \_\_\_\_\_ Location \_\_\_\_\_ Year \_\_\_\_\_  
 Position \_\_\_\_\_ Location \_\_\_\_\_ Year \_\_\_\_\_

Describe leadership experience (include Brownsea, Wood Badge, etc.) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Honors and Achievements (other than Scouting) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

List hobbies, clubs, or other related activities \_\_\_\_\_  
 \_\_\_\_\_

SKILLS

Circle any item in which you have considerable ability and you believe applicable to the position(s) you are seeking.

- |             |               |               |                |                       |
|-------------|---------------|---------------|----------------|-----------------------|
| Aquatics    | Computers     | Horsemanship  | Nature Study   | Sculpture             |
| Archery     | Cooking       | Indian Lore   | Orienteering   | Snorkeling            |
| Astronomy   | Counseling    | Insect Study  | Pioneering     | Soil & Water Conserv. |
| Athletics   | Driving       | Inventory     | Plumbing       | Song leader           |
| Backpacking | Eco. Conserv. | Leatherwork   | Pool Maint.    | Swimming              |
| Basketry    | Electricity   | Lifesaving    | Public Health  | Teaching              |
| Bird Study  | Env. Science  | Machinery     | Purchasing     | Typing                |
| Bookkeeping | First Aid     | Maintenance   | Rappelling     | Weather               |
| Botany      | Fishing       | Mammal Study  | Reptile Study  | Wilderness Survival   |
| Camping     | Food Service  | Manager       | Rifle Shooting | Wildlife              |
| Canoeing    | Forestry      | Metal Working | Rowing         |                       |
| Carpentry   | Geology       | Motorboating  | Safety         |                       |
| Chaplain    | Hiking        | Music         | Sailing        |                       |
| Other       | _____         | _____         | _____          | _____                 |

EDUCATIONAL BACKGROUND

Name & Location \_\_\_\_\_ Major \_\_\_\_\_ Degree/Year of Graduation \_\_\_\_\_  
 College \_\_\_\_\_  
 High School \_\_\_\_\_  
 Other \_\_\_\_\_  
 Scholastic Honors \_\_\_\_\_  
 Athletics \_\_\_\_\_  
 Activities \_\_\_\_\_

EMPLOYMENT HISTORY

Present or most recent \_\_\_\_\_ May we contact? yes \_\_\_\_\_ no \_\_\_\_\_  
Address \_\_\_\_\_ Telephone \_\_\_\_\_  
Job Title \_\_\_\_\_ Responsibilities \_\_\_\_\_  
Tenure \_\_\_\_\_ Supervisors name \_\_\_\_\_  
Reason for leaving \_\_\_\_\_  
Have you ever been discharged or asked to resign from any job? yes \_\_\_\_\_ no \_\_\_\_\_  
If yes, why \_\_\_\_\_

ADDITIONAL INFORMATION

Do you use illegal drugs? Y N  
\_\_\_\_\_ \_\_\_\_\_  
Have you ever been convicted of a criminal offense? \_\_\_\_\_  
\_\_\_\_\_ \_\_\_\_\_  
(If yes, please attach a separate sheet explaining the circumstances)  
Have you ever been charged with child neglect or abuse? \_\_\_\_\_  
\_\_\_\_\_ \_\_\_\_\_  
Has your driver's license ever been suspended or revoked? \_\_\_\_\_  
\_\_\_\_\_ \_\_\_\_\_  
(If yes, please attach a separate sheet explaining the circumstances)

REFERENCES

List those individuals (not relatives) who have knowledge of your character, experience and ability. Have your references complete the enclosed forms and return them directly to camping services.

Name	Address, city, state, zip	Telephone
_____	_____	_____
_____	_____	_____
_____	_____	_____

I hereby make application for summer employment, and in accordance with the principles of the Boy Scouts of America, I promise to subscribe to the Scout Oath or Promise, Law and Declaration of Religious Principle. I agree to be loyal to and cooperate fully with all BSA policies, programs, and management including those described in this application. I further agree to submit a completed current (within 12 months) Health and Medical Record upon my arrival, if selected. I understand that a personal interview may be required before employment will be granted. I understand that completing this application does not guarantee employment.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I authorize all my previous employers, schools, and all other references to furnish the information requested. I hereby declare that the information provided by me in this application for employment is accurate and complete to the best of my knowledge. I understand that employment is at the will of the Heart of America Council and any falsification or misrepresentation in this application is cause for discharge.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Signature of Parent/Guardian if under 18 \_\_\_\_\_ Date \_\_\_\_\_  
\* Scoutmasters signature (Required for applicants under 18) \_\_\_\_\_ Date \_\_\_\_\_

\*Mic-O-Say recognition is based on the individuals performance as a staff member and is the decision of camp administration. Scoutmasters should complete a camp staff reference form.

**\* NOTE TO APPLICANT - Please fill in your name and circle the camp** (Lakefront, Lone Star, Naish, Piercing Arrow, Ranger, Reservation, Rotary or Sawmill) for which you are making application prior to distributing this form.

CAMP STAFF REFERENCE FORM

\* \_\_\_\_\_ is applying for a seasonal position on the camp staff with the Heart of America Council. Staff are responsible for providing quality program to over 8,000 Scouts, Webelos and adult leaders.

We would greatly appreciate your evaluation of this applicant. Please complete this form at your earliest convenience and return to: Heart of America Council, Camping Services, 10210 Holmes Road, Kansas City, MO 64131. All information will be kept confidential.

How long have you known this applicant? Years \_\_\_\_\_ Months \_\_\_\_\_

In what capacity do you know the applicant? \_\_\_\_\_

Please place an (x) under the phrase that best describes this applicant.

	More Than Satisfactory	Satisfactory	Unsatisfactory
APPEARANCE: (grooming, dress)	( )	( )	( )
DEPENDABILITY:	( )	( )	( )
INITIATIVE:	( )	( )	( )
ROLE MODEL:	( )	( )	( )
COOPERATION WITH PEERS:	( )	( )	( )
LEADERSHIP:	( )	( )	( )
ATTITUDE:	( )	( )	( )
COMMON SENSE:	( )	( )	( )
ORAL EXPRESSION:	( )	( )	( )
INTEGRITY:	( )	( )	( )

What, in your estimation, is this person's greatest ability?

What, in your estimation, might be this person's weakness?

Do you know of any reason this applicant could not serve in a camp leadership role? Yes \_\_\_\_\_ No \_\_\_\_\_

RECOMMENDATION: \_\_\_\_\_ Highly recommend employment  
 \_\_\_\_\_ Recommend employment  
 \_\_\_\_\_ Do not recommend employment

Please put any additional comments on the reverse side.

Name: \_\_\_\_\_  
 please print

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

Phone #: \_\_\_\_\_

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Name: \_\_\_\_\_  
 please print

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

Phone #: \_\_\_\_\_