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GetYourGirlPower.org

2014 SUMMER CAMP STAFF APPLICATION

- This council is an equal opportunity employer. All applications for employment are considered without regard to race, religion, color, sex, age, national origin or ancestry, citizenship, sexual orientation, disability, marital status, or veteran status.
- Conditions of employment are stated at the end of this form. Please read carefully before you sign this application. (Application must be completed in full even if attaching resume.)
- This application form will be considered current for 90 days. At the end of this period, if you are still interested in employment, it will be necessary for you to reapply by completing a new application form.

Date of Application: _____ (Office use only: Application purge date 90 days from app date _____)

Check One: New Applicant _____ Re-employment Applicant _____

Name: _____ Social Security Number: _____

Permanent Address: _____ Dates: _____
Street and Number City State Zip

Current Address: _____ Dates: _____
Street and Number City State Zip

Phone (1): (____) _____ Phone (2): (____) _____ E-mail: _____

I would like to be considered for the following camp opportunities:

Day Camp staff:

- ___ Camp Widjiwagan – Springfield, IL
- ___ Camp Kiwanis – Champaign, IL
- ___ Camp Myra S. Peairs-Hudson, IL
- ___ Camp Daisy – Decatur, IL

Resident Camp Staff:

- ___ Camp Tapawingo- Metamora, IL

I would like to be considered for the following positions:

All general staff must be 18 years or older. Manager, Director, and Unit Leader level positions must be 21 years or older.

- | | | |
|--------------------------|------------------------------|---------------------------------|
| ___ Assist Camp Director | ___ Camp Counselor/Lifeguard | ___ Kitchen Aide |
| ___ Program Director | ___ Camp Counselor/Boating | ___ Primary Lifeguard |
| ___ Waterfront Director | Instructor | ___ Healthcare Manage |
| ___ Unit Leader | ___ Food Service Manager | ___ Horseback Riding Instructor |
| ___ Camp Counselor | ___ Cook | |

Dates Available: **From:** Month _____ Day _____ **To:** Month _____ Day _____

Do you meet or exceed the minimum age requirements for desired position? Yes No Need info

Have you ever been convicted of a crime other than traffic violations? Yes No

If yes, state criminal offense, date and location: _____

(A conviction record will not necessarily be cause for disqualification.)

Are you legally employable in the United States? Yes No

(Proof of identity and employment eligibility will be required within three days of employment.)

Do you know of any reason why you would not be able to perform the essential functions of the position(s) for which you are applying with or without reasonable accommodations? Yes No

If yes, please describe: _____

If driving on behalf of the council is required according to the position description, do you have a valid driver's license and insurance? Yes No

Do you have relatives employed by GSUSA or a Girl Scout Council? Yes No

If yes, state names and council: _____

How did you hear about this position? Web _____ Career Fair _____
 College _____ Newspaper _____ GSCI Staff Brochure _____ Referral (by whom) _____

Education, Work & Volunteer History

Education (High School and Beyond.)			
Years of education	School/City	Area of Study	Degree (Y/N)

Employment (List most recent employment first. Use a separate sheet or attach a resume if necessary.)				
Dates	Company & Supervisor	Address & Phone	Nature of Work	May We Contact?

Volunteer Work		
Dates	Organization/Location & Supervisor	Nature of Work

Current Certifications

Please mark those items for which you have current certifications and **attach** copies of cards/documentation

Certifications	
___ CPR	___ First Aid
___ LPN	___ RN
___ PhD	___ EMT/Paramedic
___ Food Handler's Permit/ Certification	___ Teaching Certificate
___ Archery	___ CHA certification
___ Lifeguard Certification	___ Boating/ Watercraft Certification in: _____
___ Other applicable certifications: _____	
Are you interested in obtaining certifications? Yes ___ No ___ If so which one(s): _____	

Skills and Experience

Camp Experience			
Dates	Camp Name/Location and Director's Name	Type of Camp (Church, Sports, Scouts, etc) & Types of Activities	Were you a Camper or Staff? If staff, what position held?

Camp Program Skills *Please put an X next to the skill that you have experience in or have the ability to teach.*

<p>Creative</p> <p>_____ Candle Making</p> <p>_____ Recycle Crafts</p> <p>_____ Beading/Jewelry</p> <p>_____ Painting/Drawing</p> <p>_____ Leather work</p> <p>_____ Photography</p> <p>_____ Theatre Arts</p> <p>_____ Tie Dying</p> <p>_____ Yoga</p> <p>_____ Dance</p> <p>_____ Camps Songs</p> <p>_____ Singing</p> <p>_____ Instruments</p> <p>_____</p> <p>_____</p>	<p>Outdoor Skills</p> <p>_____ Backpacking</p> <p>_____ Fire Building</p> <p>_____ Shelter Building</p> <p>_____ Knife Safety</p> <p>_____ Knot tying</p> <p>_____ Outdoor Cooking</p> <p>_____ Outdoor Survival Skills</p> <p>_____ Tent Camping</p> <p>_____ RV Camping</p> <p>_____ Wilderness Trips</p> <p>Ecology</p> <p>_____ Astronomy</p> <p>_____ Birds</p> <p>_____ Insects</p> <p>_____ Plants/ Trees</p> <p>_____ Wild/Native Animals</p> <p>_____ Project Learning Tree/Wild/Wet</p>	<p>Sports & Activities</p> <p>_____ Archery</p> <p>_____ Hiking</p> <p>_____ Fishing</p> <p>_____ Rock climbing</p> <p>_____ Team Building</p> <p>_____ Ropes Course</p> <p>_____ Orienteering</p> <p>_____ Geocaching</p> <p>_____ Outdoor Games (Tag, Relay Races, etc.)</p> <p>_____ Team Sports - Please list below</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Miscellaneous</p> <p>_____ Teen Leadership/ CIT</p> <p>_____ Baby Sitting</p> <p>_____ Retail/Sales</p> <p>_____ Foreign Language List: _____</p>
<p>Kitchen Skills</p> <p>_____ Nutrition</p> <p>_____ Meal Preparation</p> <p>_____ Menu Planning</p> <p>_____ Sanitation</p> <p>_____ Food Ordering</p> <p>_____ Budget Management</p>	<p>Water Activities</p> <p>_____ Canoeing</p> <p>_____ Kayaking</p> <p>_____ Row Boating</p> <p>_____ Sailing</p> <p>_____ Swimming</p> <p>_____ Teaching Swim Lessons</p>	<p>Equine Skills</p> <p>_____ Western Riding</p> <p>_____ English Riding</p> <p>_____ Teaching Riding Lessons</p> <p>_____ Leading Trail Ride</p> <p>_____ Barn Management</p> <p>_____ Equine First Aid</p> <p>_____ Daily Horse Care</p> <p>_____ Grooming</p>

References

Provide names of three non-relatives with knowledge of your character, experience, work habits and ability. Must provide information.

Name	E-mail Address	Contact Numbers	Mailing Address
		Phone: _____	
		Phone: _____	
		Phone: _____	

I understand that this employment application and any other Girl Scout documents are not contracts of employment and that any individual who is hired may voluntarily leave employment upon proper notice and may be terminated by the council at any time. I understand that any oral or written statements to the contrary are hereby expressly disavowed and should not be relied upon by any prospective or existing employee. I also understand that I am submitting this application to become an employee of Girl Scouts of Central Illinois Council and not GSUSA.

I certify my answers to the preceding questions are true and complete and that I have not knowingly withheld any information, which might, if disclosed, affect my application unfavorably. I understand that any misrepresentation or omission of facts on this application will be cause for rejection of this application or dismissal after employment and that the information provided is subject to verification or reference.

Signature _____ Date _____

Parent Release *(for minors only)*

If my child, _____, is hired, s/he has my permission to leave the Girl Scout Camp Property during time off. S/he may *(please initial)*:

1. Use personal vehicle. _____
2. Arrange a ride with another staff member who is over 18. _____
3. Arrange a ride with another staff member who is under 18. _____
4. Arrange another ride with other persons of her choosing. _____

In addition, S/he agrees to inform the Resident Camp Director of departure and return to camp.

My parents and I have read and understand the procedures on this form. I understand I will be treated with a few more restrictions than most of the staff. If hired, I am willing to abide by these restrictions in addition to the Camp Personnel Policies and Procedures.

Signature

Date

I have read, understand, and initialed the above procedures I am in agreement with them. I acknowledge and grant permission for my child to initiate employment with the Girl Scouts of Central Illinois and in doing so become a member of the Girl Scouts of Central Illinois.

Parent Signature

Date

Parent Signature

Date



EQUAL EMPLOYMENT OPPORTUNITY (EEO) SELF-IDENTIFICATION FORM

Qualified applicants are considered for employment without regard to race, religion, sex, national origin, age, marital status, sexual orientation, veteran status, disability, or other protected characteristic.

The employer is subject to certain governmental recordkeeping and reporting requirements for the administration of civil rights laws and regulations. In order to comply with these laws, the employer invites employees to voluntarily self-identify their race or ethnicity. Submission of this information is voluntary and refusal to provide it will not subject you to any adverse treatment. The information obtained will be kept confidential and may only be used in accordance with the provisions of applicable laws, executive orders, and regulations, including those that require the information to be summarized and reported to the federal government for civil rights enforcement.

This detachable form will be kept in a confidential file separate from your application for employment.

Name (Last, First, MI): _____

Street Address: _____

City, State, Zip Code: _____

Position Applied For: _____ Date Applied: _____

Gender Identification (check one)

_____ Female _____ Male

Race/Ethnic Identification (check one):

_____ **Hispanic or Latino** - A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.

If you did not check "Hispanic or Latino" above, please select one of the following race/ethnic identifications.

_____ **White (Not Hispanic or Latino)** - A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

_____ **Black or African American (Not Hispanic or Latino)** - A person having origins in any of the black racial groups of Africa.

_____ **Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino)** - A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

_____ **Asian (Not Hispanic or Latino)** - A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

_____ **American Indian or Alaska Native (Not Hispanic or Latino)** - A person having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.

_____ **Two or More Races (Not Hispanic or Latino)** - All persons who identify with more than one of the above five races.

Applicant's Signature

Date