

# Coleman Country Day Camp

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## Summer Camp Staff Application

Please read the application handbook. Submit two letters of reference and/or Coleman Country Day Camp reference forms with this application. References should be provided by non-family members who can attest to your qualifications as an adult able to work with children and with other camp staff.

Today's Date: .....  
Month Day Year

Name: .....  Male  Female  
Last Name First Name Middle Name/Initial

Mailing Address: ..... Zip Code: .....  
Street Address City State

Phone: ..... Date of Change for Mailing Address (if applicable): .....

Additional Phone(s): .....

E-Mail Address: .....

Social Security No. .... Driver's License No. .... Type: ..... State: .....

How old will you be on the first day of camp? (optional): ..... Date of Birth (optional): .....  
(Listing your age helps us determine the positions available to you at Coleman Country Day Camp.)

I am applying for the following position(s) (check all that apply):

### Coleman Country Day Camp

- Group Counselor
- Specialty Counselor/Instructor
- Maintenance
- Counselor-In-Training (for applicants entering 9<sup>th</sup> or 10<sup>th</sup> grade in September)
- Seasonal Office Staff
- Year-Round Office Staff
- Other .....

Education level: Check all that apply.

- I am a college graduate: College(s)..... Degree(s)..... Grad. Year.....
- I am a college student: College..... Major..... Year in College.....
- I attend(ed) high school: School..... Number of Years.....
- I am a middle school student: School..... Grade.....

If applicable, please list any of your children who you plan to have attend Coleman Country Day Camp this summer:

1: ..... 2: ..... 3: .....  
Name Age Name Age Name Age

Please list the names of any former or current Coleman Country Day Camp staff you know, and indicate any who could serve as a reference for you:

.....  
.....

Tell us how you heard about Coleman Country Day Camp:.....

Tell us why you would like to work at camp: .....

.....  
.....

Tell us why you have chosen to apply to our camp in particular: .....

.....  
.....



**Areas of Interest**

Please Indicate Areas in Which You Have 1. Interest 2. Experience/Training 3. Instructional Ability

<p><b>CREATIVE ARTS</b></p> <p>Ceramics/Pottery 1 2 3</p> <p>Cooking 1 2 3</p> <p>Crafts 1 2 3</p> <p>Drawing 1 2 3</p> <p>Journalism 1 2 3</p> <p>Leatherworking 1 2 3</p> <p>Natural Crafts 1 2 3</p> <p>Painting 1 2 3</p> <p>Photography 1 2 3</p> <p>Sculpture 1 2 3</p> <p>Video 1 2 3</p> <p>Woodworking 1 2 3</p> <p><b>PERFORMING ARTS</b></p> <p>Acting 1 2 3</p> <p>Comedy (Stand-Up) 1 2 3</p> <p>Costume Design 1 2 3</p> <p>Creative/Script Writing 1 2 3</p> <p>Dance 1 2 3</p> <p>Directing 1 2 3</p> <p>Improvisational Acting 1 2 3</p> <p>Leading Songs 1 2 3</p> <p>Lighting 1 2 3</p> <p>Playing Instrument 1 2 3</p> <p>List _____</p> <p>Set Design 1 2 3</p> <p>Sound 1 2 3</p> <p>Stage Management 1 2 3</p> <p>Voice Instruction 1 2 3</p>	<p><b>SPORTS</b></p> <p>Archery 1 2 3</p> <p>Basketball 1 2 3</p> <p>Golf 1 2 3</p> <p>Gymnastics 1 2 3</p> <p>Hockey 1 2 3</p> <p>Lacrosse 1 2 3</p> <p>Martial Arts 1 2 3</p> <p>Mountain Biking 1 2 3</p> <p>Soccer 1 2 3</p> <p>Softball/Baseball 1 2 3</p> <p>Tennis 1 2 3</p> <p>Volleyball 1 2 3</p> <p>Yoga 1 2 3</p> <p>Other _____</p> <p>_____</p> <p><b>AQUATICS</b></p> <p>Canoeing/Kayaking 1 2 3</p> <p>Fishing 1 2 3</p> <p>Swimming 1 2 3</p> <p>Water Aerobics 1 2 3</p> <p>Water Polo 1 2 3</p> <p><b>NATURE &amp; ECOLOGY</b></p> <p>Animal Care 1 2 3</p> <p>Astronomy 1 2 3</p> <p>Botany 1 2 3</p> <p>Environmental Education 1 2 3</p> <p>Geology 1 2 3</p>	<p><b>CAMPING SKILLS</b></p> <p>Orienteering 1 2 3</p> <p>Outdoor Cooking 1 2 3</p> <p><b>ADVENTURE</b></p> <p>Horsriding (western) 1 2 3</p> <p>Rappelling 1 2 3</p> <p>Rock Climbing 1 2 3</p> <p>Ropes Course (high) 1 2 3</p> <p>Team Initiative (low) 1 2 3</p> <p><b>GROUNDSKEEPING</b></p> <p>Construction 1 2</p> <p>Landscaping 1 2</p> <p>Maintenance 1 2</p> <p><b>SUPPORT</b></p> <p>Housekeeping 1 2</p> <p>Office 1 2</p> <p>Parent Relations 1 2</p> <p><b>OTHER SKILLS</b></p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
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List the three areas from above that you would most like to teach.

- 1. ....
- 2. ....
- 3. ....

Tell us why you feel you are qualified to teach the indicated area of interest. If you require more space, please attach an additional sheet of paper.

- 1. ....
- 2. ....
- 3. ....

If you have a degree or certification in one or more of the following areas of specialty, mark the corresponding box.

- Registered Nurse
- Emergency Medical
- K-12 Academics

If both general counselor and specialty counselor positions were available, which would you prefer?

- Group Counselor (lead a group of children of a particular age group through all camp activities)
- Specialty Counselor (instruct groups of children of varying ages in a specific activity area)
- No Preference

List any additional experience you have that may apply to your position as a staff member: .....

.....

.....

Tell us about a favorite teacher, coach, or mentor and why he or she made an impact on you: .....

.....

.....

Please describe your most recent experience working with children: .....

.....

.....

Please answer the following questions. If you answer "Yes" to any of these questions, please explain in the space provided below or on an attached piece of paper.

- 1. Has your name ever been placed on the Central Registry of child abuse?  Yes  No
- 2. Have you ever been convicted of a felony?  Yes  No
- 3. Have you ever been convicted of driving under the influence of alcohol or a controlled substance?  Yes  No

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In order to safeguard the well-being of our campers, Coleman Country Day Camp will investigate the accuracy of all information provided during the application process. This investigation may include, but is not limited to, reference checks with past employers, the military, educational institutions, volunteer organizations, civic groups, and law enforcement agencies. **As an applicant submitting this form, you consent to a professionally-conducted background check. Please note that Coleman Country Day Camp employees are required to cooperate with random substance abuse testing.**

Important Information for Coleman Country Day Camp Staff

Smoking is not permitted on camp property or during any off-site camp activities. The illegal use of any controlled substance is absolutely prohibited while you are a staff member with Coleman Country Day Camp. No alcoholic beverages may be brought onto camp property, and no one is to return to camp under the influence.

It is very important that you read and understand the Coleman Country Day Camp Staff Application Handbook. As a member of our staff, you will be required to adhere to these policies and guidelines as well as those described in our staff manual and as conveyed during training. The Application Handbook will give you a basic understanding of the requirements of our camp jobs so you can ensure that a position with Coleman Country Day Camp is appropriate for you.

**Camp work is physically, mentally, and emotionally demanding, requires long hours, mobility over a variety of terrain, and involves adherence to camp policies that may be limiting (limited time off, lack of privacy, no smoking, etc.).**

Is there anything that would prohibit you from complying with this lifestyle and these policies?  Yes  No

If you checked yes or require any special accommodations to perform your duties, please explain:.....

.....

I certify that all information I provided on this application and all other information provided as part of the application and interview process is correct and true.

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