



The mission of Camp Langston is to enrich the emotional, physical and social life of teenagers and children in a safe and happy environment. We strive to help campers experience life to its fullest , emphasizing character, commitment, caring, respect, friendship and generosity. Each camper should come away with tangible evidence of having succeeded in one or more activities, as well as intangible feelings on independence, self-worth and self-confidence.

(Please type or print.)

Date of Application _____

Name _____ Social Security Number ____ - ____ - _____

Permanent Address _____
Street & Number City State Zip

Phone _____ Fax _____ Email _____
Area & Number Area & Number Print clearly

College Residence (if applicable) _____
Street & Number City State Zip

Phone _____ Email _____
Area & Number Area & Number

Dates available: from _____ to _____ Not available: _____

What position do you want at camp? _____

Are you 18 years old or older? Yes No If not, provide your birth date _____

If disabled, can you perform the essential functions of the job for which you have applied, with or without reasonable accommodation? Yes No

Are you legally eligible to work in the United States? Yes No
(If you are a foreign national, attach a copy of your work visa)

Past Work History Provide a record of all employment – paid and volunteer – and explain 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

References Give names and addresses of three persons having knowledge of your character, experience, work habits, and ability.

Name	Address & City	Phone

Camp (or other youth work) Experience

Dates	Camp & Director	Location	Camper or Staff?

Education High School and Beyond

Years	School	Major Subjects	Degree Granted

Camp Program Skills In the following list, put a “T” before those activities you can organize and teach as an expert, and an “A” for 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.

Adventure/Challenge <input type="checkbox"/> challenge/ropes course <input type="checkbox"/> climbing/rappelling <input type="checkbox"/> outpost camping <input type="checkbox"/> _____	Dance (list) <input type="checkbox"/> _____ <input type="checkbox"/> _____ Drama <input type="checkbox"/> clowning <input type="checkbox"/> skits <input type="checkbox"/> _____ Music <input type="checkbox"/> singing <input type="checkbox"/> _____ <input type="checkbox"/> instrument) _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ Camp craft/Pioneering <input type="checkbox"/> backpacking <input type="checkbox"/> survival skills <input type="checkbox"/> hiking <input type="checkbox"/> orienteering <input type="checkbox"/> outdoor cooking <input type="checkbox"/> outdoor living skills <input type="checkbox"/> overnight trips <input type="checkbox"/> wilderness trips <input type="checkbox"/> _____ <input type="checkbox"/> _____	Sports/Fitness <input type="checkbox"/> aerobics/exercise <input type="checkbox"/> archery <input type="checkbox"/> baseball/softball <input type="checkbox"/> basketball <input type="checkbox"/> bicycling/biking <input type="checkbox"/> boxing <input type="checkbox"/> weight lifting <input type="checkbox"/> fishing <input type="checkbox"/> football <input type="checkbox"/> golf <input type="checkbox"/> gymnastics <input type="checkbox"/> hockey (ice/in-line) <input type="checkbox"/> horseback riding (Eng) <input type="checkbox"/> horseback riding (West) <input type="checkbox"/> informal games <input type="checkbox"/> martial arts <input type="checkbox"/> riflery <input type="checkbox"/> skating <input type="checkbox"/> soccer <input type="checkbox"/> snow sports (list) <input type="checkbox"/> _____ <input type="checkbox"/> tennis <input type="checkbox"/> track/field <input type="checkbox"/> wrestling <input type="checkbox"/> _____ <input type="checkbox"/> _____	Waterfront Activities <input type="checkbox"/> board sailing/wind <input type="checkbox"/> canoeing <input type="checkbox"/> diving <input type="checkbox"/> kayaking <input type="checkbox"/> rafting <input type="checkbox"/> rowing <input type="checkbox"/> sailing <input type="checkbox"/> SCUBA <input type="checkbox"/> swimming <input type="checkbox"/> synchronized <input type="checkbox"/> water skiing <input type="checkbox"/> _____ Miscellaneous <input type="checkbox"/> academics <input type="checkbox"/> aviation <input type="checkbox"/> community service <input type="checkbox"/> farming/gardening <input type="checkbox"/> foreign language <input type="checkbox"/> grounds keeping <input type="checkbox"/> storytelling <input type="checkbox"/> team building <input type="checkbox"/> office skills <input type="checkbox"/> _____ <input type="checkbox"/> _____
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Certifications and Camp Support Staff Skills In the following list, please check those items in which you have experience and skills. Mark with a "C" those for which you hold current certification and attach a copy of your certification.

Certifications	Issued By	Date of exp.	Maintenance	Food Service
Health/Safety <input type="checkbox"/> CPR <input type="checkbox"/> first aid <input type="checkbox"/> lifeguard <input type="checkbox"/> nursing <input type="checkbox"/> _____ <input type="checkbox"/> _____	<input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	<input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	<input type="checkbox"/> auto mechanics <input type="checkbox"/> carpentry <input type="checkbox"/> electrical <input type="checkbox"/> plumbing <input type="checkbox"/> housekeeping <input type="checkbox"/> _____ <input type="checkbox"/> _____	<input type="checkbox"/> cooking/meal prep. <input type="checkbox"/> Food Handler's Permit <input type="checkbox"/> menu planning <input type="checkbox"/> purchasing <input type="checkbox"/> sanitation <input type="checkbox"/> _____ <input type="checkbox"/> _____

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 current chauffeur's-type license? Yes No State _____

Do you have a commercial driver's license? Yes No State _____

Staff Positions 18 years old and Up

Senior Counselor: Camp's core cabin staff position. Each Cabin contains typically 6-8 campers and 1-2 staff. Counselors are members of the cabin staff team responsible for campers in an assigned cabin. Responsibilities includes overall care of campers and cabin as well as correspondence with parents, enforcing safety rules, leading events, teaching activities, monitoring campers in the dining hall, equipment & supply care, knowledge of emergency procedures, record keeping, and ensuring that the campers in your cabin have the greatest summer of their lives!

Day Camp Counselor: Day Camp Counselors are responsible for planning, leading, and implementing core and non-core programs and experiences for children in a small group setting of 6-10. They will also be responsible for the general safety and development, growth, and skill achievement of the participants in his/her group.

Activity Leader: Each Activity Area at Camp Langston requires and Activity Leader to lead that program. Activity leaders are needed in many different activity areas as listed below. Activity leader responsibilities include the overall operation of that area, programming, developing and implementing lesson plans, camper instruction, setting and enforcing safety rules, record keeping, evaluation of campers, overseeing staff assigned to assist in the area, camper award systems, equipment and supply care, maintenance, knowledge of emergency procedures, and staff training.

Health Care Staff: Our Healthcare Department is very important within camp. At each camp, we have a qualified healthcare person (LVN, RN, EMT, advanced first aider).The basic responsibilities of our Health Care staff are to collect medications on arrival days, log the meds, setup the distribution system and assure that they are passed, complete all paperwork as needed, assist in basic first aid as needed, and correspond with parents...

Office Staff: Our Office position is great for anyone that wants to work at a camp, and still gain practical administrative experience for their resume. Staff members working within our office need strong computer and communication skills. A lot of time is spent talking to parents on the phone and organizing/imputing important data. Overall, the people best suited for this position will be flexible, detail oriented, and outgoing. Other responsibilities of our office staff are: coordinating camper travel and transportation, greeting visitors, distributing mail, and completing basic accounting tasks.

Food Service: Food Service staff are a key part of Camp's staff. Food service staff work together to operate the kitchens and serve the dining room. The food service staff are also responsible for special event meals, banquets, cookouts, , picnics, and decorating birthday cakes. This operation provides a fun way to gain on-the-job food service experience for anyone aspiring to become a Food Service Professional. Positions within our food service department include Food Service Manager, Cooks, Bakers, Salad Prep, and Dishwashers.

Junior Counselor 14 years old and up

Junior Counselors assist cabin staff and activity leaders in supervising and carrying out duties. Junior Counselors are not left alone to supervise activities or campers. Junior staff are assigned a cabin and campers to assist along with their assigned sr. staff member. Junior Counselors receive bi-weekly staff training and feedback.

Harassment The camp's 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 of 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 _____

PLEASE READ BEFORE SIGNING

We appreciate your interest in a position with the Camp Langston. If you have questions about making the following statement, please ask our camp office to explain.

I authorize investigation of all statements herein, including any checks of criminal records, reference checks, 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.

Statement of Application

In Camp Langston's effort to attract the highest quality staff, I have been advised that as a part of the application process for employment with Camp Langston, an inquiry will be made concerning my prior employment, activities, character, and health, and I fully consent to and authorize all such inquiries.

I further understand that inquiries may be made concerning background, my experience, prior employment, and me. You, or your representatives may make inquiries or requests, to any governmental agency, including law enforcement agencies or departments, or any other party with a legal and proper interest. I hereby waive any right to claim that any request or investigation is an invasion of my privacy, since they are made with my consent and it is in my interest that I be considered for employment.

I certify that all statements made by me on this application are true and complete to the best of my knowledge and that I have withheld nothing that would, if disclosed, affect this application unfavorably. I understand and agree that any misrepresentation or omission of facts would exclude my being considered for my employment or, after employment, would be cause for termination of employment with Camp Langston.

I understand and agree that if I am employed, there is no contract period for employment and my employment would be solely an "employment at will" giving either me or Camp Langston the right to terminate my employment at any time without liability or obligation except for my regular pay through date of termination. My employment at will status can only be changed or modified by a written contract signed by both Camp Langston and me.

I hereby acknowledge that I have read and understood the above statements and that I voluntarily sign this application.

Signature _____

Print Name _____ **Date** _____

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