

CAMP NOR'WESTER STAFF APPLICATION – 2010

P.O. Box 668, Lopez, WA. 98261

Phone: (360) 468-2225 – Fax: (360) 468-2472 – Email: norwester@rockisland.com

Date	Email	Driver's License/State	Social Security No
NAME: _____	_____	_____	_____
Last	First	Middle	Gender
Permanent Address (include zip code)			Phone
Present Address (include zip code)		Home Phone	Cell Phone

Staff positions at Camp Nor'wester are listed below. Required certifications and desirable minimum age in (). Please indicate in the space to the left of each position your first, second and third choices (1,2,3).

Administrative Staff

- _____ Program Director (21, CNW experience required)
- _____ Head Counselor (21, CNW experience preferred)

- _____ Waterfront Dir. (WLGT/WSI/SCI/LGT) (21)*
- _____ Waterfront Instructor (WLGT/LGT/EWS) (19)*
- _____ Woodworking Instructor (19)

Counseling Staff

- _____ Unit Leader (6 boys units/6 girls units) (21)
- _____ Assist. Unit Leader (19)

Support Staff

- _____ Camp Operations (21)
- _____ Cooks (21)
- _____ Cook's Assistant (18)
- _____ Dishwasher (18)
- _____ Gardener (20)
- _____ Lodge/Kitchen Manager (21)
- _____ Pack out Person (19)
- _____ Photographer (Digital) (20)*
- _____ Relief Staff (20)
- _____ Registered Nurse or Nurse Pract. –2 yrs. Exp
- _____ Nurse's Assistant (20)
- _____ Skipper/Gopher (21)*
- _____ Store Manager/Gopher (21)
- _____ Videographer (Digital) (20)*
- _____ Caretaker's Asst (21)

Teaching Staff -

- _____ Adobe Oven (19)
- _____ Archery Instructor (20)*
- _____ Bike Leader (21)
- _____ Challenge Course Director (21)*
- _____ Challenge Course Instructor (19)*
- _____ Craft shop Director (21)
- _____ Craft Instructor (19)
- _____ Drama Instructor (20)
- _____ Mountaineering Trip Leader (21)*
- _____ Music Director (21)
- _____ Music Assistant (18)
- _____ Naturalist (20)
- _____ Outdoor Living Skills Instructor (20)

(*) **Position requires documented proof of training or experience.**

Do you meet or exceed any minimum age requirements for the position(s) applied for? Yes _____ No _____
 Are you eligible to work in the United States? Yes _____ No _____

Unit Staff (Counselors) are in complete charge of, and live with, 12-15 campers. They are responsible for the welfare of each member of their group (Unit), planning and leading their unit's activities, utilizing the various departments and the teaching staff. There are two Unit Staff per Unit.

DATES OF EMPLOYMENT: Start dates vary with position:

Start Dates:	Head Counselor/Program Director/Kitchen Manager/Camp Operations -	June 12 th
	Ropes Course Staff -	June 12 th
	Kitchen/Nurse Staff -	June 13 th
	Returning Staff – (other than above)	June 15 th
	New Staff – (other than above)	June 16 th
End Dates:	All contracts end August 26 th	

Do you have any commitments which conflict with these dates? _____ Please specify _____

Current school schedule (provide dates):

Spring Break _____ Summer Dismissal _____ Fall classes resume _____

CERTIFICATIONS: All staff must have Standard First Aid and CPR prior to the start of camp. Proof of certification must be mailed or brought to camp.

Waterfront staff **must have** Waterfront Lifeguard Training (WLGT). Those with Basic Lifeguard Training (LGT) should seek out Waterfront Bridge Course. Additional certifications are desirable, such as: WSI – Water Safety Instructor of SCI – Small Craft Instructor.

We strongly urge **all staff** to have WLGT. Applicants with this certification will be given preference in hiring and placement along with \$50.00 expense reimbursement. We prefer to have at least one Unit Staff per Unit with WLGT or LGT.

Please list all current certifications you will have by the beginning of this summer. Current means good through August 31, 2010). If you are signed up for a course, please write “pending”, followed by the scheduled date of completion. Waterfront staff must have LGT.

	Expiration Date		Expiration Date
Standard First Aid (8hrs)	_____	EMT	_____
CPR	_____	Advanced First Aid (60hrs)	_____
Waterfront Lifeguard (WLGT)	_____	Mountaineering First Aid (30hrs)	_____
Standard Lifeguard (LGT)	_____	Wilderness First Responder (WFR)	_____
Water Safety Instructor (WSI)	_____	Wilderness First Aid (WFA)	_____
Small Craft Instructor (SCI)	_____	Other	_____

Staff providing documentation (AT THE START of the season) of current advanced certifications requiring 25 or more hours will be reimbursed \$50 for each such certification, each year of employment. Staff with Waterfront Life Guarding will be reimbursed \$75.

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**GENERAL INFORMATION** - Please attach additional sheets if necessary

- High School \_\_\_\_\_ City \_\_\_\_\_ Grade Completed \_\_\_\_\_ GPA \_\_\_\_\_
- College \_\_\_\_\_ Major \_\_\_\_\_ Yrs. Attended \_\_\_\_\_ GPA \_\_\_\_\_
- Previous experience as a camper (camp name) \_\_\_\_\_ No. of years \_\_\_\_\_
- Previous experience as camp counselor/staff (camp name) \_\_\_\_\_ Phone \_\_\_\_\_
- Dates \_\_\_\_\_ Supervisor \_\_\_\_\_ Describe responsibilities \_\_\_\_\_

- List your last two employers:

Company Name \_\_\_\_\_ Phone \_\_\_\_\_  
 Dates of Employment \_\_\_\_\_ Supervisor \_\_\_\_\_  
 Describe responsibilities \_\_\_\_\_

Company Name \_\_\_\_\_ Phone \_\_\_\_\_  
 Dates of Employment \_\_\_\_\_ Supervisor \_\_\_\_\_  
 Describe responsibilities \_\_\_\_\_

- On a separate sheet, describe all the experience you have had working with and relating to children. Include dates, along with names and phone number of supervisors.
- Please list any scholastic honors, school related clubs/organizations or volunteer work with which you have been or currently are involved. Include any offices or positions held.
- Do you use Tobacco products (includes chewing tobacco)? \_\_\_\_\_ Frequency \_\_\_\_\_  
 Are you willing/able to give it up at camp? \_\_\_\_\_

- Can you perform the essential functions of the job for which you have applied, with or without reasonable accommodations? Yes (w/o accommodations) \_\_\_\_\_ Yes (with accommodations) \_\_\_\_\_ No (explain) \_\_\_\_\_
- 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). No \_\_\_\_\_ Yes (explain) \_\_\_\_\_
- In the past three years have you received any moving traffic or highway violations or been involved in any accidents? \_\_\_\_\_ If yes, explain. \_\_\_\_\_

**PROGRAM ACTIVITIES:** Below are some of the activities offered at camp. When hiring staff we like to know about a person's general interests and abilities, in addition to those specific to the position they are applying for. Mark "T" if you can organize and instruct classes comfortably, "A" if you can assist in teaching, and "M" for minimal experience. Mark "C" for any activities for which you hold certifications.

**Be sure to give source of training or experience to the right of each activity.**

**Source of Training/Experience**

- \_\_\_\_\_ Archery \_\_\_\_\_
- \_\_\_\_\_ Bicycling \_\_\_\_\_
- \_\_\_\_\_ Canoeing \_\_\_\_\_
- \_\_\_\_\_ Coastal Navigation \_\_\_\_\_
- \_\_\_\_\_ Mountain Climbing \_\_\_\_\_
- \_\_\_\_\_ Outboard motors \_\_\_\_\_
- \_\_\_\_\_ Ropes/Challenge Course \_\_\_\_\_
- \_\_\_\_\_ Rowing \_\_\_\_\_
- \_\_\_\_\_ Sailing (small craft) \_\_\_\_\_
- \_\_\_\_\_ Swimming \_\_\_\_\_
- \_\_\_\_\_ Kayaking \_\_\_\_\_

**Arts and Crafts**

- \_\_\_\_\_ Batik/Tie Dye \_\_\_\_\_
- \_\_\_\_\_ Basketry \_\_\_\_\_
- \_\_\_\_\_ Beading \_\_\_\_\_
- \_\_\_\_\_ Book binding \_\_\_\_\_
- \_\_\_\_\_ Calligraphy \_\_\_\_\_
- \_\_\_\_\_ Ceramics \_\_\_\_\_
- \_\_\_\_\_ Jewelry making \_\_\_\_\_
- \_\_\_\_\_ Painting (acrylics, WC) \_\_\_\_\_
- \_\_\_\_\_ Photography \_\_\_\_\_
- \_\_\_\_\_ Printmaking \_\_\_\_\_
- \_\_\_\_\_ Sewing \_\_\_\_\_
- \_\_\_\_\_ Spinning \_\_\_\_\_
- \_\_\_\_\_ Video production/editing \_\_\_\_\_
- \_\_\_\_\_ Weaving \_\_\_\_\_
- \_\_\_\_\_ Wood Carving \_\_\_\_\_
- \_\_\_\_\_ Knitting \_\_\_\_\_

**Source of Training/Experience**

- \_\_\_\_\_ Woodworking/Carpentry \_\_\_\_\_
- \_\_\_\_\_ Creative Dramatics \_\_\_\_\_
- \_\_\_\_\_ Field Events \_\_\_\_\_
- \_\_\_\_\_ Field/New/wide games \_\_\_\_\_
- \_\_\_\_\_ Play what instruments? \_\_\_\_\_
- \_\_\_\_\_ Song Leading \_\_\_\_\_
- \_\_\_\_\_ Square/folk dancing \_\_\_\_\_
- \_\_\_\_\_ Story telling \_\_\_\_\_

**Sciences**

- \_\_\_\_\_ Astronomy \_\_\_\_\_
- \_\_\_\_\_ Biology \_\_\_\_\_
- \_\_\_\_\_ Botany \_\_\_\_\_
- \_\_\_\_\_ Ecology \_\_\_\_\_
- \_\_\_\_\_ Zoology \_\_\_\_\_
- \_\_\_\_\_ Gardening/Horticulture \_\_\_\_\_

**Camp crafts/outdoor skills**

- \_\_\_\_\_ Fire building \_\_\_\_\_
- \_\_\_\_\_ Hikes and backpacking \_\_\_\_\_
- \_\_\_\_\_ Knife and axe use \_\_\_\_\_
- \_\_\_\_\_ Knot tying \_\_\_\_\_
- \_\_\_\_\_ Map and Compass use \_\_\_\_\_
- \_\_\_\_\_ Outdoor cooking \_\_\_\_\_
- \_\_\_\_\_ Shelter building \_\_\_\_\_
- \_\_\_\_\_ Tent pitching \_\_\_\_\_
- \_\_\_\_\_ Trip Leading (See question below) \_\_\_\_\_
- \_\_\_\_\_ Low impact camping \_\_\_\_\_
- \_\_\_\_\_ Chainsaw use \_\_\_\_\_
- \_\_\_\_\_ Nun Chaka \_\_\_\_\_

- Describe in detail any experience **organizing and leading** outdoor trips of four or more days duration (sailing, hiking, bicycling, mountaineering, kayaking, canoeing, etc.) (use extra sheet if necessary) \_\_\_\_\_
- How did you hear about Camp Nor'wester? \_\_\_\_\_
- List your hobbies and interests. \_\_\_\_\_

- Working at camp involves hard work for long hours and little pay. Why are you interested in working here?  
\_\_\_\_\_  
\_\_\_\_\_
- Unit staff will be assigned a specific age group to lead. Program staff teach all age groups and will be assigned living quarters with a specific age group. Campers will range in age from 9-16.  
Unit Staff Applicants - With what age group do you prefer to work? \_\_\_\_\_  
Department Staff – With what age group do you prefer to live? \_\_\_\_\_  
Why? \_\_\_\_\_  
\_\_\_\_\_
- What contribution do you think you can make at camp?  
\_\_\_\_\_  
\_\_\_\_\_
- What contribution do you think camp can make to children?  
\_\_\_\_\_  
\_\_\_\_\_
- What do you perceive to be the duties of a camp counselor/staff?  
\_\_\_\_\_  
\_\_\_\_\_
- As a camp counselor you will be giving up a great deal of privacy and comfort, working long and demanding hours, and adhering to camp policies which may be limiting and not necessarily reflect your way of living (diet, curfews, time on/time off, lack of privacy, no smoking, no drinking, no illegal drug use, etc). Do you see any problem complying with this type of lifestyle? \_\_\_\_\_ Yes \_\_\_\_\_ No.
- Write a brief biographical sketch, including specialized training in camping and experience or training in other fields that might have a bearing on this application. Please describe your personal strengths, and how they may be important in our camp setting. Describe any personal weaknesses and how they might be tested at camp.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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 that alters that status. Furthermore, I understand that any agreement must be in writing and signed by the designated camp official. I also understand that untrue, misleading or omitted information herein or in other documents completed by the applicant may result in dismissal, regardless of the time of discovery by the camp.

Signed \_\_\_\_\_ Date: \_\_\_\_\_