Summer Camp Application

Please complete and send all application materials with supporting documents to:

Billy Rankin
Camp Director
YMCA Camp Chingachgook – Summer Staff Application
1872 Pilot Knob Road
Kattskill Bay, NY 12844

You will then be contacted for an interview or re-interview.
For questions, please contact:

brankin@cdymca.org or (518) 656-9462 ext. 6630

Be sure you have included:

- **Capital District YMCA Application filled out completely and signed**
- **Staff Application Supplement filled out completely and signed (with typed essay responses)**
- **2012 Salary Worksheet**
- **All 2011 CITs must include a resume'**

Administrative Offices
465 New Karner Rd., 2nd Floor
Albany, NY 12205
www.cdymca.org

Application of Employment

The Capital District YMCA is an Equal Opportunity Employer.
The Capital District YMCA reserves the right to perform background checks on all applicants prior to hiring.

Position applied for:_____ Date you can start:_____

Location(s) you are interested in:_____

Desired Status: (please circle) Full time Part time Seasonal

How did you find out about the position? Employee (include name):_____

Newspaper (please specify)_____Job Fair_____Other:_____

Applicant Information—Please print

Name:_____ SS #:_____

Address:_____ Home Phone:_____

City, State, Zip:_____ Cell Phone:_____

Email Address:_____ Daytime Phone:_____

Please answer the following:

Have you ever been employed by any YMCA previously? If yes, where and what dates?_____

Are you over age 18? Yes__No__ If not, you will be required to produce original working papers prior to starting work.

Are you legally eligible to work in the United States? Yes____No____

Have you ever been convicted of a crime or do you currently have an arrest or criminal proceeding pending which has not been resolved in your favor? Yes____No____
If yes, please explain:_____

List any Certifications (include any expirations):_____
_____
_____
_____

Education:

Type	Institution Name/Address	Years Completed	Course of Study	Degree Received
High School				
College				
Grad School				
Other				

Employment History and References

List past employment experiences, beginning with the most recent.

-Company Name and Address -Supervisor Name and Phone Number	Date of Employment (month/year)	Job Title/ Duties	May we call for reference?	Reason for leaving?	Last salary?
	From: To:				
	From: To:				
	From: To:				
	From: To:				

Personal References

Complete this section, in full, with three personal/school/volunteer references. References may not be relatives or former employers.

Name	Telephone Number	Relationship

Please read the following carefully before signing:

I certify that the information in this application and in any accompanying resume is accurate and complete. I understand that omission, misrepresentation or falsification of any information is grounds for withdrawal of any job offer and/or immediate discharge. As a condition of employment, I understand that verification of any applicable certification, registration or licensure must be successfully completed. I also understand that any offer of employment is contingent upon the receipt of satisfactory references, proof of identity, proof of legal eligibility to accept employment in the United States and working papers, if applicable. I voluntarily give YMCA the right to make a thorough investigation of my past employment and activities, agree to cooperate in such investigation and release from all liability or responsibility YMCA and all persons, companies, or corporations supplying such information. The hiring of any employee shall not be considered as creating a contractual relationship between the employee and the Capital District YMCA for any period of time. Employment may be terminated with or without cause, and with or without notice, at any time, at the option of the Capital District YMCA or the employee.

_____ *Signature*

_____ *Date*

YMCA CAMP CHINGACHGOOK ON LAKE GEORGE

Staff Application Supplement

Personal

Name: _____ Home Phone: _____

E-mail Address: _____ Cell Phone: _____

Summer Camp Experience

Position	Camp	Supervisor	Phone	Dates

Position for which you are applying (in order of preference)

1._____ 2._____ 3._____

Age Groups ___ Day Camp (5-10) __Juniors (7-12) __Seniors (12-16) __ No preference

Dates Available to Work: from _____ to _____

Preference will be given to those who can work the through fifth session of the summer or ten-week adventure trips season

Summer 2012 at a Glance

Preference is given to those applicants who can work through 5th session

Staff Week & Hike Training	June 13 – June 24	Support Staff Begin:	June 4
Summer Camp Sessions 1-5	June 24 – August 17	Adventure Staff Begin:	June 8
Summer Camp Session 6	August 19 – August 24	Waterfront Staff Begin:	June 11
		Program Staff Begin:	June 12

Certifications

Certifications: Write an "X" next to the certifications you hold and which will be valid through August 24. Write an "O" next to those you will have by summer. **Please attach a copy of all current certifications and send copies of additional certifications as you complete the courses.**

____Red Cross Lifeguard
____Red Cross Standard First Aid
____Red Cross CPR: Community
____Red Cross CPR: BLS
____Other:_____

____Water Safety Instructor
____YMCA Lifeguard
____YMCA Lifeguard Instructor
____US Sailing Instructor
____Other:_____

____Wilderness First Aid
____Wilderness First Responder
____NADA Archery Instructor
____NRA Instructor
____Other:_____

Skills Assessment

During the day our schedule includes skill classes, which are seven-day progressive programs designed to teach our campers new skills in a variety of areas.

In the following list, put the number: "1" before those activities you can organize and teach expertly;
"2" for those activities you can assist in teaching;
"3" for those you would be interested in learning about
** Leave blank any areas in which you are reluctant to work

Arts
_General Arts & Crafts
_Photography
_Ceramics
_Woodworking
_Creative Writing

Performing Arts
_Drama/Improvisation
_Dance

Sports
_Archery
_Basketball
_Frisbee
_Soccer
_Softball/Baseball
_Tennis
_Volleyball
_Riflery

Outdoor Activities
_Fishing
_Nature Studies
_Outdoor Living Skills
_Outdoor Cooking
_Team building/New Games
_High Ropes/Climbing Tower

Waterfront
_Canoeing
_Kayaking
_Sailing
_Motorboat Operation
_Swimming
_Water Safety
_Snorkeling
_Water Polo
_Water-skiing

Adventure
_Backpacking
_Hiking
_Mountain Biking
_Road Biking
_Belaying
_Setting Climbing Anchors
_Rock Climbing
_Rappelling
_White-water Rafting
_Canoe Tripping
_Kayaking in Whitewater
_Sea Kayaking
_Sailing (24 ft or bigger boats)

Camping
_Stove Operation
_Water Purification
_Tent/Tarp Pitching
_Minimum Impact Camping
_Group Management
_Knot Tying

Music
_Campfire Songs
_Campfire Skits
_Guitar
_Piano

Miscellaneous
_Office Skills
_Housekeeping
_General Carpentry
_Food Service
_Other:_____
_Other:_____

Describe your experience in your top three skills: _____

_____

_____

_____

Camping Experience

Chingachgook counselors are required to lead or assist with a unique three-day outdoor experience for campers during two-week sessions. Our staff must be able to participate in a physical activity for four or more continuous hours, e.g. canoe on flat water or hike on an incline. Please check off all that apply.

_No experience

_Camping overnight 1-2 days

_Camping overnight 3+ days

_Prior experience leading trips

Where? _____
How long? _____
Type of participants? _____
Activities led? _____

Prior experience in:

_Backpacking
_Hiking
_Rock Climbing
_Mtn Biking
_Road Biking
_Canoeing
_Sailing
_Kayaking
_Outdoor Cooking
_Leave No Trace Principles

Essay Questions

Please use a separate piece of paper to answer the following (type only please!)

1. Why do you want to work at Camp, considering the modest pay and long hours?
   If returning, how are you looking to grow from last summer?
2. How would you expect to impact a camper in your group this summer?
3. List five topics you would like to discuss in an evening chat with your campers.
   How and why would you discuss these topics?
4. In what way do you feel you need to improve in order to be a top notch leader?
5. What are your strengths and weaknesses in relation to the position for which you have applied?
6. Why are you qualified for the job you're applying for? Why should we hire you?

Have you ever been convicted of a crime or do you currently have an arrest or criminal proceeding pending which has not been resolved in your favor? Yes__ No__ *If yes, please explain.*

Can you meet a minimum age of 18? Yes_ No_ *If not you will be required to produce original working papers prior to starting work.*

Can you meet a minimum age of 21? Yes_ No_ *Some positions require minimum age of 21.*

Mission Statement

YMCA Camp Chingachgook is a nonprofit, charitable organization dedicated to the promotion of fitness and healthy lifestyles, strengthened family life, community development, leadership qualities in our young people, and strengthened international understanding based upon Judeo-Christian principles.

Image Policy

All staff must project a professional image. Torn, tattered, or dirty clothing and beer, alcohol, drug, smoking, or sex slogans on clothing are not acceptable. Hair must be of natural color and of a style that is professional.

In keeping with the role modeling responsibilities of the YMCA, Camp Chingachgook will not employ anyone with tattoos that are offensive as determined by the camp director. Body piercing jewelry is not allowed, except for in the ears.

Drug and Alcohol Policy

The YMCA maintains a safe and healthful environment for its participants and employees and complies with the Federal Drug-Free Workplace Act of 1988. Employees are prohibited from working while under the influence of drugs or alcohol. Random drug testing will occur for summer staff prior to and during the summer season. Refusal to test is cause for disciplinary action. The YMCA reserves the right to pre-employment drug testing of all job applicants before being placed on the YMCA payroll.

Signatures

I certify that all the information I have provided in this application is true.

Signature of Applicant: _____ Date: _____

If the Applicant is under18 years of age, a parent or guardian must sign below. Your signature indicates this application is made with your full approval.

Signature:_____ Date: _____

2012 Summer Staff Salary and Trainings Worksheet

Please Return to Office / This sheet is used as a reference only, it is not your summer agreement.

Please Select the Position for Which You are Applying

	Base Salary	Position	2012 Training Dates
_____	$700	Assistant Counselor	June 13 – June 22
_____	$1,200	Counselor	June 13 – June 22
_____	$1,800	Program / WF Specialist	June 12 – June 22
_____	$2,000	Adventure Trip Leader	June 8 – June 22
_____	$2,500	Support Staff	June 4 – June 22

Please Only Select Certifications You Currently Hold That are Valid Through August 24, 2012

	* Additional Pay for Training	Training	2012 Training Dates
	N/A	Hikes Training (Mandatory)	May 11-13 or June 13-16
_____	$100	ARC Lifeguarding	April 9-13, June 4-7, June 8-11
_____	$150	Wilderness First Responder	March 10 – 17
_____	$100	Wilderness First Aid	April 14-15, May 19-20, June 2-3
_____	$100	High Adventure Facilitator	June 2-7
_____	$100	NRA Rifle Range Instructor	TBD (June 4-5 or June 6-7)
_____	$100	ACA Canoe Instructor	June 4-5
_____	$100	ACA Kayak Instructor	June 6-7
_____	$100	US Powerboat Driving	June 6-7
_____	$100	US Sailing Level 1 Small Boat Instructor	June 8-11
_____	$150	ARC Water Safety Instructor	June 11-15
_____	$100	NADA Archery Instructor	June 19, 20

* If Camp pays for your certification in 2012 you will not receive additional pay for that certification in 2012.

Other Salary Additions Please Select All That Apply

_____	$150	Return to the same position as in previous summer.
_____	$300	Assistant Counselor completion of work agreement, includes 5th session and cleaning day on August 18th
_____	$400	Counselor / WF / Program / Support Staff completion of work agreement, includes 5th session and cleaning day on August 18th

2012 TOTAL: $_____

* Your daily rate will be worked out with the Camp Director, based on your starting date, ending date and any days you require off.