



### STATEMENT OF PRACTICE

In order to safeguard the well-being of participants served, Camp Mack will investigate the accuracy of the data provided in the application process for all applicants before appointment to the staff can be made. This investigation will include, but is not limited to, reference checks with past employers, educational institutions, volunteer organizations, civic groups, and law-enforcement agencies. This information will be used only for purposes of evaluating personnel for Camp Mack.

Name \_\_\_\_\_ E-mail \_\_\_\_\_  
First name Middle Initial Last Name

Home Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Home Phone # \_\_\_\_\_

School Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ If at college, School Phone # \_\_\_\_\_ Shirt size \_\_\_\_\_

Ever worked at Camp Mack before? \_\_\_\_\_ If yes, dates \_\_\_\_\_

Work Date \_\_\_\_\_ Work Time Unavailable \_\_\_\_\_

When would an interview be convenient? \_\_\_\_\_

### SCHOOL MOST RECENTLY ATTENDED

Name \_\_\_\_\_ Location \_\_\_\_\_ Phone \_\_\_\_\_

Teacher/Advisor \_\_\_\_\_ Dept. \_\_\_\_\_ Last Grade Completed \_\_\_\_\_

Graduated \_\_\_\_ yes Now enrolled \_\_\_\_ yes Activities \_\_\_\_\_  
\_\_\_\_ no \_\_\_\_ no

### WORK AND VOLUNTEER HISTORY:

**Two most recent jobs:** \_\_\_\_\_ If no job history, check N/A \_\_\_\_\_ N/A

(1) Company \_\_\_\_\_ Location \_\_\_\_\_

Phone \_\_\_\_\_ Job \_\_\_\_\_

Supervisor \_\_\_\_\_ Dates worked: from \_\_\_\_\_ to \_\_\_\_\_

Salary \_\_\_\_\_ Reason for leaving \_\_\_\_\_

(2) Company \_\_\_\_\_ Location \_\_\_\_\_

Phone \_\_\_\_\_ Job \_\_\_\_\_

Supervisor \_\_\_\_\_ Dates worked: from \_\_\_\_\_ to \_\_\_\_\_

Salary \_\_\_\_\_ Reason for leaving \_\_\_\_\_

**WORK AND VOLUNTEER HISTORY, continued:**

**Two places most recently served as volunteer:**      If no volunteer history, check N/A      \_\_\_\_\_ N/A

Company \_\_\_\_\_ Location \_\_\_\_\_

Phone \_\_\_\_\_ Job \_\_\_\_\_

Supervisor \_\_\_\_\_ Dates worked: from \_\_\_\_\_ to \_\_\_\_\_

Reason for leaving \_\_\_\_\_

Company \_\_\_\_\_ Location \_\_\_\_\_

Phone \_\_\_\_\_ Job \_\_\_\_\_

Supervisor \_\_\_\_\_ Dates worked: from \_\_\_\_\_ to \_\_\_\_\_

Reason for leaving \_\_\_\_\_

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**REFERENCES**

List three references other than persons mentioned in the above work and volunteer histories.

(1) Name \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_ E-mail \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**References, Continued**

(2) Name \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_ E-mail \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

(3) Name \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_ E-mail \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

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**CAMP COUNSELING HISTORY**

**Most recent counseling experiences**    If no counseling history, check N/A    \_\_\_\_\_ N/A

Camp \_\_\_\_\_ Location \_\_\_\_\_

Phone \_\_\_\_\_ Dates counseled \_\_\_\_\_ Age group \_\_\_\_\_

Leadership skills \_\_\_\_\_

Camp Director \_\_\_\_\_ Phone \_\_\_\_\_

Camp \_\_\_\_\_ Location \_\_\_\_\_

Phone \_\_\_\_\_ Dates counseled \_\_\_\_\_ Age group \_\_\_\_\_

Leadership skills \_\_\_\_\_

Camp Director & Camp \_\_\_\_\_ Phone \_\_\_\_\_

**WRITE A PARAGRAPH DESCRIBING YOURSELF, YOUR INTERESTS, YOUR GOALS.**

**WHY DO YOU WANT TO WORK AT CAMP MACK?**

**DESCRIBE YOUR FAITH JOURNEY – WHO/WHAT HAS HELPED YOU TO GROW IN YOUR FAITH?**

Please check if you are skilled in an area, are trained in this area or” if you have interest in the area. Then comment on previous experience, skill level, etc.

Talent/skill in using or doing the following	Trained In this area	Skilled in this area	Interested in learning	Comments on previous training, experience, or skill level, etc.
Volume Cooking				
Commercial Dishwasher				
Wait staff/Hostess				
Grounds work, mowing, etc.				
Carpentry work				
Plumbing				
Painting				
Table saw				
Data entry				
Computer programming				
Cash register				
Office equipment – fax, copier. . .				
Leading Bible Study				
Leading worship				
Leading devotions				
Leading singing				
Playing chimes				
Crafts				
Drama				
Low ropes				
Climbing Tower/Belay				
Mural Tours				
Nature hikes				
Night hikes				
Recreation				
Play instrument – which one?				
Audio Visual				
Sailing				
Canoeing				
Life Guarding				
Swim Instruction				

Please check appropriate areas.

**CERTIFICATION**

CURRENT

EXPIRED

INTERESTED IN RECEIVING

CPR – Foreign objects

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Basic Water Safety

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

ARC Life Guarding

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

WSI – Water Safety Instruction

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Standard First Aid

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Other Certifications \_\_\_\_\_

**AUTHORIZATION TO CHECK CRIMINAL RECORDS**

I, \_\_\_\_\_ attest that I have not been convicted of a violent crime or crimes against children. I authorize Camp Mack to receive information from any law-enforcement agency, including police departments and sheriff's departments, of this state or federal government, to the extent permitted by state and federal law, pertaining to any convictions I may have had for violations of state or federal criminal laws, including but not limited to convictions for crimes committed upon children. I understand that such access is for the purpose of considering my application as an employee, and that I expressly **DO NOT** authorize Camp Mack, its directors, officers, employees, or other volunteers to disseminate this information in any way to any other individual, group, agency, organization, or corporation. I am aware that a prior conviction will not necessarily bar me from employment.

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

(Signature of applicant)

Social Security # \_\_\_\_\_ DL # \_\_\_\_\_ DOB \_\_\_\_\_

**Office Use Only**

I have completed the Background Investigation of this applicant. The applicant's record \_\_\_ qualifies \_\_\_ disqualifies the applicant for employment.

\_\_\_\_\_  
Executive Director

\_\_\_\_\_  
Date

With the increased use of social networking sites (Face Book, My Space, etc.), we reserve the right to check out an individual's site as part of the reference check.

Do you have a site? \_\_\_\_\_ yes \_\_\_\_\_ no Site address: \_\_\_\_\_

I certify that the information contained on this application is correct to the best of my knowledge and understand that any omission or erroneous information is grounds for dismissal. ***I authorize Camp Mack to contact all prior employers and any references listed to verify all information provided and to obtain any and all information related to my character and past work performance. I also release all references and prior employers from any liability for information provided in good faith.***

I agree that any photographs and/or videotapes of me taken during my employment can be used for promotional purposes by the camp.

I agree to be bound by the policies of Camp Mack.

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

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**PARENTAL CONSENT**

If the applicant is under the age of 18 at the time this application is completed, a signature of a parent or legal guardian is necessary. This signature acknowledges that the parent/legal guardian is aware of their child's/ward's intent to apply for a position at Camp Mack. This signature also grants the Executive Director, in the event of a health related emergency, to secure proper treatment should such occasion occur. This signature also grants the use of photographs of the child/ward to be used in advertising or promotion of the camp.

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

Relationship: \_\_\_\_\_