

Name _____



**PUT YOURSELF IN
THE CAMP STAFF
PICTURE**

A recent picture could accompany
this application.

JOIN THE CAMP STAFF.... Sam Houston Area Council Camps

The Sam Houston Area Council has a great challenge each year to provide Scouts and Scouters who attend our camps with a great camping experience. The Sam Houston Area Council is looking for a few dedicated individuals to serve Scouting by being members of the Sam Houston Area Council Camp Staffs. The requirements are stiff; the jobs are demanding; the experience is exhilarating.

GENERAL REQUIREMENTS:

A STAFF MEMBER MUST:

1. Be a **registered member or an adult leader of the Boy Scouts of America.**(If not current, you will register with Camp Staff Unit)
2. AGE - The preferred minimum age requirement is to be 16 years of age during the Summer Camping Season. Boy Scouts of America standards require age 18-21 for some positions. (Age 15 must complete a Jr. Staff application for a 2 week assignment and instructor in training status).
3. Exemplify the ideals as expressed in the Scout Oath and Law.
4. **Complete and return the I-9 Form (complete with copies of acceptable ID's) with application. (MANDATORY)**
5. **Submit copy of your Social Security Card (MANDATORY).**
6. **Have Scoutmaster Appraisal submitted with this application if 18 years of age or under (MANDATORY)**
7. **Complete and return W-4 form (MANDATORY).**
8. **Submit a copy of your Driver's License (MANDATORY).**
9. **Submit a copy of medical insurance card. (MANDATORY)**
10. **Submit a copy of talent release form.**
11. **Sign & Submit Consent for Criminal Background Check if 18 years of age or older. (MANDATORY)**
12. **Sign & Submit Staff Statement of Understanding & Code of Conduct. (Mandatory)**

NOTE: IN ORDER FOR A CONTRACT & EMPLOYMENT TO BE OFFERED YOU MUST HAVE COMPLETED # 1, # 4, # 5, # 6, # 7, # 8, # 9, # 10, # 11 and #12.

POSITIONS ARE AVAILABLE IN THE FOLLOWING AREAS:

* (MUST be 21 years of age of older) +(MUST be 18 years of age or older)

ADMINISTRATION DEPARTMENT

- * Program Director
- * Medical Director
- + Business Manager
- * Field Sports Director (Program)
- Food Service Director
- * Aquatics Director (Program)
- + Conservation/Ecology Director
- + Area Directors (Program)
- * Chaplain

SERVICE DEPARTMENT

- + Trading Post Manager/Trading Post Clerk
- + Truck Driver
- + Quartermaster
- Office Clerk/Typist
- + Commissary Manager
- Commissary Assistant
- + Dining Hall Manager
- Dining Hall Assistant
- + Ranger Assistant
- + Commissioner (Program)
- * Campsite Commissioner

PROGRAM DEPARTMENT INSTRUCTORS IN:

Field Sports	Aquatics	Ecology/Conservation	Skills	Handicraft	Equine
+ Rifle-Shotgun	Lifesaving	Nature	Pioneering	Indian Lore	Horse Wrangler
+ Archery	Swimming	Fishing	Scoutcraft	Basketry	Horsemanship
Black Powder	Rowing	Conservation	Cooking	Woodcarving	
	Canoeing	Forestry	Climbing	Pottery	
	Sailing	Geology	Hiking		
	+ Motor Boating	Astronomy	Survival		
	+ Water-skiing		Orienteering		
			+ Adventure		

The Sam Houston Area Council camps provide a great camping experience for thousands of Scouts each year. This success requires the best camp staff...Why don't you become one of these select groups?

FOR OFFICE USE ONLY

RECEIVED	CAMP	POSITION	SALARY	AGE
REFERENCE CHECK: WHO:		DATE:		

CAMP STAFF APPLICATION - CAMP PREFERENCE

[] COCKRELL RIVER CAMP

[] HORSESHOE BEND

[] BOVAY SCOUT RANCH

**STAFF APPLICATION
An Equal Opportunity Employer**

PLEASE PRINT LEGIBLY

Applicants are not required to give any information on this form that is prohibited by Federal, State or Local Law. This Application will be given every consideration but its receipt does not imply that the applicant will be employed. Applicants Accepted for employment are on a trial basis with a probationary period and if in our judgment, it is found during this time period that the employee is not adapted to the work assigned, or that information given has been misrepresented, the engagement may be terminated without other reason. In connection with your application for employment, an investigation may be made requesting information as to character, general reputation, personal characteristics and mode of living.

Name _____ Date of Application _____
(Print in Full) Last First Middle

Permanent Address _____ How long _____

City _____ State _____ Zip _____ Best Time & # to call you _____

College _____ Address _____

Home # () _____ Bus # () _____ College # () _____

E Mail Address _____

Height _____ Weight _____ Age Today _____ As of June 1, at camp time, my age will be _____

Date of Birth _____ T-shirt Size _____ Marital Status _____

Are you legally eligible for employment in this country - [] YES --[] NO(Proof of U.S. Citizenship or immigration status will be required upon employment.

Name as printed on your Social Security Card: _____

Your Social Security No. _____ Drivers License No. _____ State _____

If you have a Texas address you must have a Texas License.

CAMP POSITION FOR WHICH YOUR ARE APPLYING:)

	<u>DEPT.</u>		<u>POSITION</u>
First Choice	_____	as	_____
Second Choice	_____	as	_____
Third Choice	_____	as	_____

MY SCOUTING EXPERIENCE:

Current Scouting Registration: Unit Number _____ Position _____

Number of Years in Scouting _____ Last Rank Held _____ District _____ Council _____

Leadership Positions Held & Year: _____

MY SCOUT CAMP EXPERIENCE: (Camps Attended & Year)

Camps _____

Camp Staff Positions Previously Held (include Day Camp, etc.)

1. Position _____ Year _____ Camp _____
2. Position _____ Year _____ Camp _____
3. Position _____ Year _____ Camp _____

High Adventure Bases _____ Jamborees _____

Order of the Arrow: Ordeal () _____ Brotherhood () _____ Vigil () _____ (Please () and indicate year)

SKILLS-Indicate your experience and training for any of the areas shown below. Do not mark those which you know nothing or very little.

USE THE FOLLOWING RATING SCALE:

(1) Had experience as participant or hold Merit Badge. (2) Hold Merit Badge and have taught. (3) Have considerable training or experience.

- | | | | |
|-------------------------------------------|-------------------------------------------|------------------------------------------|----------------------------------------------|
| <input type="checkbox"/> Archery | <input type="checkbox"/> Driving | <input type="checkbox"/> Mammal Study | <input type="checkbox"/> Sales |
| <input type="checkbox"/> Art | <input type="checkbox"/> Ecology | <input type="checkbox"/> Manager | <input type="checkbox"/> Snorkeling |
| <input type="checkbox"/> Astronomy | <input type="checkbox"/> Electricity | <input type="checkbox"/> Mass Feeding | <input type="checkbox"/> Song Leading |
| <input type="checkbox"/> Athletics | <input type="checkbox"/> First Aid | <input type="checkbox"/> Motorboating | <input type="checkbox"/> Supervising Work |
| <input type="checkbox"/> Backpacking | <input type="checkbox"/> Fishing | <input type="checkbox"/> Music | <input type="checkbox"/> Surveying |
| <input type="checkbox"/> Basketry | <input type="checkbox"/> Food Service | <input type="checkbox"/> Nature Study | <input type="checkbox"/> Swimming |
| <input type="checkbox"/> Black powder | <input type="checkbox"/> Forestry | <input type="checkbox"/> Orienteering | <input type="checkbox"/> Teaching |
| <input type="checkbox"/> Bird Study | <input type="checkbox"/> Geology | <input type="checkbox"/> Pioneering | <input type="checkbox"/> Tractor Operation |
| <input type="checkbox"/> Bookkeeping | <input type="checkbox"/> Guitar | <input type="checkbox"/> Pottery | <input type="checkbox"/> Typing |
| <input type="checkbox"/> Botany | <input type="checkbox"/> Hiking | <input type="checkbox"/> Pool Operation | <input type="checkbox"/> Waterfront Safety |
| <input type="checkbox"/> Bugler | <input type="checkbox"/> Horsemanship | <input type="checkbox"/> Public Health | <input type="checkbox"/> Water-skiing |
| <input type="checkbox"/> Camping | <input type="checkbox"/> Indian Lore | <input type="checkbox"/> Purchasing Work | <input type="checkbox"/> Wilderness Survival |
| <input type="checkbox"/> Canoeing | <input type="checkbox"/> Insect Study | <input type="checkbox"/> Rappelling | <input type="checkbox"/> Wildlife Mgmt. |
| <input type="checkbox"/> Carpentry | <input type="checkbox"/> Inventory | <input type="checkbox"/> Reptile Study | <input type="checkbox"/> Wood Carving |
| <input type="checkbox"/> Climbing | <input type="checkbox"/> Leadership Skill | <input type="checkbox"/> Rifle/Shotgun | <input type="checkbox"/> Work Schedules |
| <input type="checkbox"/> Computers | <input type="checkbox"/> Leatherwork | <input type="checkbox"/> Rowing | <input type="checkbox"/> Word Processing |
| <input type="checkbox"/> Conservation | <input type="checkbox"/> Lifesaving | <input type="checkbox"/> Safety | <input type="checkbox"/> _____ |
| <input type="checkbox"/> C.O.P.E. | <input type="checkbox"/> Living History | <input type="checkbox"/> Sailing | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Cooking | <input type="checkbox"/> Machinery | <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Counseling | <input type="checkbox"/> Maintenance | <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Crime Prevention | <input type="checkbox"/> _____ | <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Drama | <input type="checkbox"/> _____ | <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |

EDUCATION & SPECIALIZED TRAINING

**DATES
From-To**

**GRADUATED
Month-Year**

MAJOR

NOTE: Exclude information which would reveal sex, race, religion, national origin, age, color, disability or other protected status).

NAME & LOCATION OF SCHOOL

High School _____

College _____ Technical/Vocational _____

Other Special Training _____

List school, professional, trade, business or civic associations and any offices held _____

List special accomplishments, publications, awards _____

List any additional information you would like us to consider _____

List any foreign language(s) you know _____

GIVE DATES ON THE FOLLOWING:

- | | | |
|---------------------------------------------------------|-------------------------------------------------------|-------------------------------------------------------------|
| <input type="checkbox"/> National B.S.A. Camp School | <input type="checkbox"/> Texas Hunter Safety Inst. | <input type="checkbox"/> Red Cross Basic Lifeguard |
| <input type="checkbox"/> National B.S.A. Aquatic School | <input type="checkbox"/> NRA Instructor | <input type="checkbox"/> Red Cross Water Safety Instructor |
| <input type="checkbox"/> CPR Course | <input type="checkbox"/> Project C.O.P.E. | <input type="checkbox"/> Red Cross Fundamentals of Canoeing |
| <input type="checkbox"/> B.S.A. Life Guard | <input type="checkbox"/> Scoutmaster Fundamentals | <input type="checkbox"/> Red Cross Lifeguard |
| <input type="checkbox"/> B.S.A. Jr. Leader Training | <input type="checkbox"/> Wood Badge | <input type="checkbox"/> Red Cross Basic River Canoeing |
| <input type="checkbox"/> _____ Other | <input type="checkbox"/> EMT | <input type="checkbox"/> Red Cross Emergency Response |
| | <input type="checkbox"/> USA Archery Instructor | <input type="checkbox"/> Red cross Wilderness First Aid |
| | <input type="checkbox"/> NAA National. Archery Assoc. | |

EMPLOYMENT:

Presently Employed _____ May we Contact? [] YES -- [] NO

Business Address _____ City _____ State _____

Job Description _____ Supervisor's Name _____ Phone # _____

Reason for Leaving _____ Have you ever been discharged or asked to resign from a job? [] YES - [] NO.

If yes, why? _____

RELIGIOUS PREFERENCE: (Optional)

Church or Synagogue _____ Minister _____ Address _____

Religious Awards Achieved & Positions Held _____

HOBBIES & OTHER INTERESTS: _____

Why do you want to be a member of the Camp Staff? _____

What parts of the job would you most look forward to? _____

What part of the job would you look forward to least? _____

REFERENCES: (Adults: not Parents or Relatives) including pervious employer:(See * Personal Signature below)

Name _____ Address _____ City _____ Zip _____ Phone _____

Relationship _____ Length of time reference has known you _____

Name _____ Address _____ City _____ Zip _____ Phone _____

Relationship _____ Length of time reference has known you _____

Name _____ Address _____ City _____ Zip _____ Phone _____

Relationship _____ Length of time reference has known you _____

Do you use Tobacco? [] Yes - [] No Would you be willing to agree not to use while on duty? [] Yes - [] No

Have you ever been involved with or arrested in a criminal action? _____ Were you convicted? _____ Was a child involved? _____

Do you daily use prescribed drugs by a physician? []. If so, what are they? _____

ALL APPLICANTS 18 YEARS OF AGE AND UNDER MUST HAVE THIS APPLICATION SIGNED BY THEIR PARENT OR GUARDIAN AND THE UNIT LEADER APPRAISAL SHEET ON FILE AT THE SAM HOUSTON AREA COUNCIL SERVICE CENTER - PRIOR TO CAMP STAFF INTERVIEW.

Length of employment varies with camp and job assignment. The Summer Camps open approximately the first week of June and can continue until the third week of August.

I can be available for employment from _____ to _____

Conditions that affect employment availability dates(Philmont/High Adventure Base trip, special family vacation, Jamboree, National Order of the Arrow Conference, school, sports, etc.) must be identified at the time of the interview.

I hereby make application for summer employment, and in accordance with the principles of the organization, subscribe to the Scout Oath and Promise, Law and Declaration of Religious Principle. I agree to be loyal to and cooperate fully with all of the B.S.A. policies, program, management including those described in this application. I further agree to submit a completed Health and Medical Record upon my arrival, if selected. I understand that a personal interview may be required before employment will be granted.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I authorize all my previous employers, schools, and all other references to furnish the information requested. I hereby declare that the information provided by me in this application for employment is accurate and complete to the best of my knowledge. I understand that any falsification or misrepresentation in this application is cause for discharge.

The Boy Scouts of America maintains that no member can grow into the best kind of citizen without recognizing his obligation to God and therefore, acknowledges that religious element in the training of the member, but is absolutely non-sectarian in its attitude toward the religious training. It is the policy that the organization or institution with which the member is connected shall give definite attention to his religious life. Only persons willing to agree with this declaration of principle and the Bylaws of the Boy Scouts of America shall be entitled to certificates of leadership. Your signature below indicates agreement with this principle.

Personal Signature* _____ Date _____

(* Your Signature will acknowledge that reference contacts may be made)

IF UNDER 18, PARENT OR GUARDIAN MUST SIGN APPROVAL:

Parent or Guardian's Signature _____ Date _____

PLEASE RETURN APPLICATION TO: CAMPING SERVICES – P.O. BOX 924528, HOUSTON, TEXAS 77292-4528

The Sam Houston Area Council is an Equal Opportunity Employer. Applicants are considered for all positions without regard to race, color, sex, national origin, age, marital status or veteran status or the presence of a health problem or handicap that is unrelated to the person's ability to perform the job assigned.

Applicants are not required to give any information on this form that is prohibited by Federal, State, or Local Law.

This application will be given every consideration, but its receipt does not imply that the applicant has been selected. In connection with your application, an investigation may be conducted as to character, general reputation, personal characteristics and mode of living. A personal interview may also be required.

NOTE: WHEN YOUR APPLICATION IS COMPLETE AND FILED, PLEASE CALL TO SET UP AN INTERVIEW DATE AND TIME

TO BE FILLED OUT FOR ALL APPLICANTS 18 YEARS OF AGE AND UNDER

NOTE: Please check - camp applicant is applying for:

() River Camp

() Horseshoe Bend

() Bovay Scout Ranch

UNIT LEADER APPRAISAL SHEET FOR CAMP STAFF

Scout's Name: _____ Unit No: _____ is applying for a seasonal position at a Sam Houston Area Council camp, where more than 200 staff members are employed each summer. This staff is responsible for hosting some 7,500 Cubs, Webelos, Scouts, Explorers and leaders each summer. The success of Sam Houston Area Council Camping Service operations depends upon its staff. Mature, competent, top-flight people are required to fulfill this important responsibility. You can help by identifying the right applicant to lead your Scouts in the camp program. Please be candid in your appraisal and we would greatly appreciate your frank evaluation of this applicant. Please complete this form at your earliest convenience and return to: Camp Staff, Camping Services, SHAC.

How well do you know this applicant?

___ Very well

___ Rather well

___ Casually

___ Do not know this person

Please circle the phrase that best describes the applicant's behavior. Your comments are of the utmost importance.

Table with 5 columns of traits: APPEARANCE, DEPENDABILITY, INITIATIVE, PERSONALITY, COOPERATION WITH PEERS, LEADERSHIP, ATTITUDE, COMMON SENSE, ORAL EXPRESSION, INTEGRITY. Each trait has five descriptive options.

What, in your estimation, is this person's greatest ability?

What, in your estimation, can this person improve upon?

Recommendation: ___ highly recommend employment
___ recommend employment
___ do not recommend employment

PLEASE NOTE: The Camp Staff Application will be kept in "Pending" status until receipt of this appraisal. Please return promptly. Thank You.

PLEASE PUT ANY ADDITIONAL COMMENTS ON THE REVERSE SIDE.....

DO NOT GIVE THIS FORM TO THE SCOUT. Applicants 18 years of age or less must have this appraisal form on file prior to their interview with the Camp Director.

Mail this confidential information direct to: Camping Services P.O. Box 924528 Houston, TX 77292-4528

SIGNED: _____ (Scoutmaster/Varsity Team Coach/Venturing Advisor)

ADDRESS: _____ Date: _____

CITY: _____ ZIP: _____

Phone: (H)() _____ (B)() _____