



Summer Camp Employment Application 2024

Description: Summer day camp serving children ages 3 - 8th grade offered by Cape Elizabeth Community Services. **No camp on July 4th & 5th. Mandatory Training June 18th, 20th and 21th.**

Name: _____

Address: _____

City, State, Zip: _____

Home Phone: _____ Cell Phone: _____

E-Mail Address: _____

Highest Grade Completed: High School _____ College _____ Graduation Year _____

Name of High School/College: _____

Position Applying for:

- Counselor (Minimum age 18 and high school graduate)
- Junior Counselor (Minimum age 16, 15 with a workers permit)

Please check which camp you would like to work with:

Little Cubs Ages 3 - K Dates: June 24th - August 9th, 8:15 am to 3:00 pm (work hours)
Monday - Friday

Adventure Camp Grades 1 - 6 Dates: June 24th - August 9th, 8:15 am to 3:15 pm (work hours)
Monday - Friday

Grades 1 & 2 Grades 3 & 4 Grades 5 & 6

Teen Extreme Grades 7 & 8 Dates: June 25th - August 8th, 8:15 am to 3:15 pm (work hours) Tuesday, Wednesday, and Thursday

One-on-One Assist campers requiring one-one-on-one attention

Specialty Week Dates: August 12-16, Field Trip Fun Week. 8:15 am to 3:15 pm (work hours)
Monday - Friday

Interested in Working Additional Hours?

- Before Camp Care 7:00 am - 8:30 am
- After Camp Care 3:00 pm - 5:30 pm

Responsibilities: Guide and support campers through daily schedule and activities. Enforce camp rules, campus facility, program and pool policies, procedures and regulations. Serve as liaison between parents and campers, as well as between parents and Director. Recognize and respond effectively to emergencies.

Requirements: Good moral character, leadership skills, patience and a high level of energy and maturity. Some expertise and experience in the activities you'll instruct, enjoy being outside.

References/Recommendations

1. Please submit at least one letter of recommendation with an application. (First time applicants only).
2. Please list two personal references who would attest to your strength of character, attitude, integrity, and personality (please refrain from using relatives and the above recommendation letter).

Name	Relationship	Contact Info/Phone No.

3. Please list any employment experience you've had (any related to the position applying for are most important):

Boss/Supervisor	Contact Info/Phone No.	Employment Dates

4. Please share any specific abilities, experiences, and/or interests you may have in Sports, Outdoor Activities, Arts and Crafts, Performing Arts, Computers, Academics, Hobbies, and/or any others that you may have.

- Please list and attach copies of any certifications you presently hold and their expiration dates.

Applicant Name: _____

Applicant Requirements:

*Note: Conviction of a crime is not an automatic bar to employment by the Community Services. Any falsification of information or misleading information on this application shall be grounds to refuse to employ or, having been employed, shall be immediate cause for dismissal/discharge.

Have you ever been disciplined, discharged, or asked to resign from a prior position? Yes, ___ No ___ If yes, please explain the circumstances on a separate sheet and attach it to this application.

Have you ever been charged with, pleaded guilty, or "no contest" to, or been convicted of any crime involving sexual abuse of any person or any other crime of moral turpitude? Yes, ___ No ___

Have you (a) ever been convicted of a crime, other than a minor traffic offense; or (b) ever entered a plea of guilty or a plea of "no contest", or has any court ever deferred further proceedings without entering a finding of guilty and placed you on probation? Yes, ___ No ___

If you have answered yes to any one of the previous questions, please explain, in detail, including the date of the court action, the offense in question, and the address of the court involved:

Are you able to perform the tasks of the job for which you are applying, with or without accommodations? Yes? ___ No? ___ If an accommodation would be required to enable you to perform the job tasks, please describe that accommodation and how it would enable you to perform the job tasks:

My signature below constitutes authorization to check my employment history, including without limitation, criminal arrest and conviction record checks, reference checks, and release of investigatory information possessed by any state, local, or federal agency. I further authorize those persons, agencies, or entities that Community Services contact in connection with my employment application to fully provide Community Services with any information on the matters set forth above. I expressly waive in connection with any request for or provision of such information, any claims, including without limitation, defamation, emotional distress, invasion of privacy, or interference with contractual relations that I might otherwise have Community Services, its agents and officials, or against any provider of such information.

Signature _____ Date _____

Office Use Only: W-4 Federal W-4ME I-9 Emergency Contact Sheet CPR & 1st Aid

