



Summer Camp Employment Application

Description: Assist Director with comprehensive seven week summer day camp and aftercare program serving children ages 3 - 9th grade offered by Cape Elizabeth Community Services June 24th - August 9th.

Camp Directors: Kelly Phinney, Teen Scene; Peter Mullen, Adventure Camp; Verna Gordon, Little Cubs.

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.

Positions Available:

- Counselor (Minimum age 18 and high school graduate)
- Junior Counselor (Minimum age 16 and completed sophomore year).

Name: _____

Address: _____

City, State, Zip: _____

Home Telephone #: _____ Cell Phone #: _____

E-Mail Address: _____

Highest Grade Completed: 10 11 12 13 14 15 16 Grad School Graduation Year: _____

High School/College: _____

References/Recommendations:

1. Please submit one letter of recommendation with 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 named 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, Crafts, Fine Arts, Performing Arts, Computers, Academics, Hobbies and/or any others that you may have.

5. Number in order of preference you would enjoy working with most.

_____ Age 3 - K _____ Grade 1 _____ Grades 2 & 3 _____ Grades 4 & 5 _____ Grades 6 - 9

6. Please circle any/all activities you would be interested in leading.

Nature Craft / Gymnastics / Track / Tennis Skills / Outdoor Hikes / Field Sports / Arts & Crafts / Swimming Lessons / Game Room / Playground Games / Dance / Drama / Gym Games / Construction Site / Cooking / Legos / Basketball / Archery / Computers / Foursquare & Wall Ball / Backyard Games / Golf / Other _____

7. Returning Counselors – List activities you have lead in the past and would like to lead again.

8. 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 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 _____