



# Returning Staff Application 2019

## Tell Us About Yourself (Please Print)

Name:	
Gender:	
Date of Birth: ____/____/____	Age (As of June 1st, 2019):
Email:	
Cell Phone:        -        -	T-Shirt Size:

## Home Address

Street Address:	
City, State:	Zip Code:

## College Address (If Applicable)

Street Address:	
City, State:	Zip Code:

## Position Applying For (Check All That Apply)

<input type="checkbox"/> Counselor	<input type="checkbox"/> Art Specialist	<input type="checkbox"/> Nature Specialist	<input type="checkbox"/> Sport Specialist
<input type="checkbox"/> Song Leader	<input type="checkbox"/> Lifeguard	<input type="checkbox"/> Travel Staff	<input type="checkbox"/> Social Media
<input type="checkbox"/> Office Manager	<input type="checkbox"/> Nurse	<input type="checkbox"/> Maintenance	<input type="checkbox"/>

## Camper Age Preference (Give 1st, 2nd, and 3rd Choice)

4	5	6	7	8	9	10	11	12	13	14	15

## Are you able to commit to an eight-week position?

Yes

No

If no, why not?

***Priority is given to applicants who can work ALL eight weeks of camp and attend ALL days of orientation. We address school and work-related absences on a case-by-case basis.***

***There will also be mandatory orientation the week of June 9th. Camp JCC runs from June 17th—August 9th. Specialists and sports staff may also require additional trainings.***

## High School

Name:

Street Address:

City, State

Zip Code:

Did you graduate?:  Yes  No

If yes, what year?

## College (If Applicable)

Name:

Street Address:

City, State

Zip Code:

Did you graduate?:  Yes  No

If yes, what year?

What was/is your major?:

## Years Worked at Camp JCC

Number of Years:

Years Worked:

## Skills and Abilities

*Please list any skills or experience you have in the following areas:*

### Arts

- |                                   |                                      |                                       |
|-----------------------------------|--------------------------------------|---------------------------------------|
| <input type="checkbox"/> Drawing  | <input type="checkbox"/> Photography | <input type="checkbox"/> Dance        |
| <input type="checkbox"/> Painting | <input type="checkbox"/> Sculpture   | <input type="checkbox"/> Theater      |
| <input type="checkbox"/> Pottery  | <input type="checkbox"/> Woodwork    | <input type="checkbox"/> Music        |
| <input type="checkbox"/> Mosaics  | <input type="checkbox"/> Jewelry     | <input type="checkbox"/> Other: _____ |

### Athletics

- |                                     |  |  |
|-------------------------------------|--|--|
| <input type="checkbox"/> Baseball   | <input type="checkbox"/> Field Hockey  | <input type="checkbox"/> Yoga          |
| <input type="checkbox"/> Basketball | <input type="checkbox"/> Street Hockey | <input type="checkbox"/> Ropes Course  |
| <input type="checkbox"/> Volleyball | <input type="checkbox"/> Rugby         | <input type="checkbox"/> Rock Climbing |
| <input type="checkbox"/> Golf       | <input type="checkbox"/> Football      | <input type="checkbox"/> Other: _____  |
| <input type="checkbox"/> Soccer     |  |  |

### Aquatics

- |                                    |   |                                       |
|------------------------------------|---|---------------------------------------|
| <input type="checkbox"/> Swim Team | <input type="checkbox"/> Swim Instruction | <input type="checkbox"/> Other: _____ |
|------------------------------------|---|---------------------------------------|

**Do you have any other skills, abilities, or knowledge that would benefit our program?**

**What, if anything, would you like to see done differently this summer?**

## Certifications

**Please check if you hold any of the following HEALTH-RELATED CERTIFICATIONS:**

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Standard First Aid | <input type="checkbox"/> Community First Aid and Safety | <input type="checkbox"/> First Responder     |
| <input type="checkbox"/> EMT                | <input type="checkbox"/> CPR                            | <input type="checkbox"/> Other (Please List) |

**Please check if you hold any of the following AQUATIC CERTIFICATIONS:**

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> American Red Cross Lifeguarding Certification | <input type="checkbox"/> Ellis Lifeguarding    | <input type="checkbox"/> Royal Life Saving Society Certification |
| <input type="checkbox"/> Water Safety Instructor                       | <input type="checkbox"/> Boating Certification | <input type="checkbox"/> Other (Please List)                     |

**Please check if you hold any of the following CERTIFICATIONS:**

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Archery                   | <input type="checkbox"/> Ropes Course        | <input type="checkbox"/> Referee/Sport |
| <input type="checkbox"/> American Camp Association | <input type="checkbox"/> Other (Please List) |  |

## Transportation

If hired, can you provide your own transportation to and from camp?

- |                              |                             |
|------------------------------|-----------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No |
|------------------------------|-----------------------------|

Bus transportation may be provided free of charge for staff who need transportation (space permitting). A Bus Counselor, which is a Camp JCC staff member, rides the bus to maintain safety, take daily camper attendance, and encourage fun. This position is a paid position for the season. Please check below if you are interested in being a bus counselor.

- |                              |                             |
|------------------------------|-----------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No |
|------------------------------|-----------------------------|

## Extended Day Care Counselor

Extended Day Child Care is offered to parents at the JCC of Allentown before and after the camp day. Camp staff members are hired to assist in supervising and leading children at the JCC. Transportation is provided to and from camp for Extended Day staff that require transportation. These positions are paid positions. Please check below if you are interested in being an extended day counselor.

- |                              |                             |
|------------------------------|-----------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No |
|------------------------------|-----------------------------|

## Clearances

### Do you have a:

Current Child Abuse History  
Clearance

Yes

No

If so, what State/County?

What year was clearance attained?

Current Criminal History  
Record

Yes

No

If so, what State/County?

What year was clearance attained?

Current FBI Federal History  
Records (Fingerprints)

Yes

No

If so, What year was clearance attained?

Current Health Form

Yes

No

If so, What year was clearance attained?

**Note, staff MAY NOT start camp until ALL paperwork is filed with the camp office.**

**NO EXCEPTIONS**

**As per the Pennsylvania Department of Labor and Industry Bureau of Labor Law Compliance, summer camps at the Jewish Community Center of Allentown qualify under the subject to the following**

Exemptions from Both Minimum Wage and Overtime Rates	
In seasonal employment, if the employee is under 18 years of age or if a student under 24 years of age is employed by a nonprofit health or welfare agency engaged in activities dealing with handicapped or exceptional children or by a nonprofit day or resident seasonal recreational camp for campers under the age of 18 years, which operates for a period of less than three months in any one year.	
In employment by a public amusement or recreational establishment, organized camp, or religious or nonprofit educational conference center, if (i) it does not operate more than seven months a year or (ii) during the preceding calendar year, the average receipts for any 6 months were not more than 33 1/3% of its average receipts for the other 6 months of such year.	

**Applicant Statement (Please Initial)**

I certify that all information I have provided in order to apply for and secure work with this employer is true, complete and correct. If found untrue, it is sufficient cause for dismissal.	Initial:
I understand that if I am hired, I will be required to provide proof of identity and legal authorization to work in the United States and that Federal immigration laws require me to complete an I-9 form in this regard.	Initial:
I understand that the employment contemplated by this application is an employment at will, which means that the Employment can be terminated any time.	Initial:
I expressly authorize, without reservation, the JCC of Allentown to contact and obtain information from all references (personal and professional), employers public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, my resume, or during my job interview.	Initial:
I hereby waive any and all rights and claims that I may have regarding the JCC of Allentown or its agencies for seeking, gathering and using truthful and non-defamatory information, a lawful manner, in the employment process, and all other persons, corporations or organizations for furnishing such information about me.	Initial:

I certify that I have read, fully understand and accept all terms of the forgoing Applicant Statement.

Applicant's Signature \_\_\_\_\_

I have reviewed this application with the above minor applicant and by signing I verify all information and understand the conditions listed above.

(If under 18) Parent/Guardian's Signature \_\_\_\_\_

**By signing below I accept the following:**

Acceptance of a position at camp denotes that I agree to abide by all camp policies, rules, and regulations as set forth by the Director and disseminated prior to and during the camp season.

All information is accurate to the best of my knowledge. It is my responsibility to notify the camp if any personal information has changed before the start of my employment.

It is my responsibility, after offer of employment, to provide the camp with a current State Criminal Background Check, Child Abuse Clearance, FBI Federal History Records (Fingerprint Clearance), and Health Form at my expense. I understand that I may submit a certification/clearance from another employer only if it is from the current school year. The camp reserves the right to complete a background check as allowed by law and do random drug and alcohol testing\*\*.

Employment history, references, and other information on this application will be investigated.

It is my responsibility to provide three references.

I understand that part of the camping experience involves activities and arrangements and interactions that are new to me, and they come with certain risks and uncertainties beyond what I am used to dealing with at home. I am aware of these risks, and I am assuming them. I realized that no environment is risk-free and understand the importance of abiding by the camp's rules. I will become familiar with the camp's rules and obey them.

\*\*Not applicable to minors

**Applicant's Signature** \_\_\_\_\_

**I have reviewed this application with the above minor applicant and by signing I verify all information and understand the conditions listed above.**

**(If under 18) Parent/Guardian's Signature** \_\_\_\_\_

**Return this form to Mike Smith, Director of Camp 365 at 702 N. 22nd Street Allentown, PA 18104 or msmith@lvjcc.org.**