



YMCA of South Hampton Roads

Camp Silver Beach

Employment Application and Written Interview

Mission: To put Judeo-Christian principles into practice through programs that build healthy spirit, mind and body for all.

The YMCA of South Hampton Roads is an equal opportunity employer. Our employment practices are in accord with the laws which prohibit discrimination due to race, creed, color, gender, age, disability, national origin or religion. The YMCA of South Hampton Roads is a drug-free workplace.

Please print neatly, and answer each question completely and accurately. Be careful to include city, state and zip code for all addresses, as well as area codes for telephone numbers. You will be contacted only if YMCA Camp Silver Beach has a vacancy for which you are being considered.

All applications should be sent to:

Mail: Personnel Director, YMCA Camp Silver Beach, PO Box 69, Jamesville, VA 23398

Email: mish@campsilverbeach.org

Phone: (757) 442-4634

Fax: (757) 442-4786

General Information

Last Name	First Name	Middle Initial	Preferred Name
Home Address		Jr. Applicants, are you at least 16 years of age? <input type="checkbox"/> yes <input type="checkbox"/> no Sr. Applicants, are you at least 18 years of age? <input type="checkbox"/> yes <input type="checkbox"/> no	
City		State	Zip
College/University Address (if different from home)			Apartment Number
City		State	Zip
Home Phone	Mobile Phone	Email Address	
Are you legally employable in the U.S.? <input type="checkbox"/> yes <input type="checkbox"/> no		By June, rising college: <input type="checkbox"/> sophomore <input type="checkbox"/> junior <input type="checkbox"/> senior <input type="checkbox"/> other _____	
How did you become interested in employment at YMCA Camp Silver Beach?			
Dates available for employment		Were you a member of the CIT program? If yes, what year?	
What did you gain from your experience?			
Previous camp experience, as a camper or staff member (where, when and for how many years)			
Have you ever been terminated from employment? <input type="checkbox"/> yes <input type="checkbox"/> no If yes, please explain:			
Have you ever been convicted of any crime, plead no contest, had adjudication withheld, or are you the subject of any pending charges? If yes, provide date, charge and comment. Conviction will not necessarily disqualify you from employment. Failure to disclose this information may disqualify you from further consideration.			
Have you ever been subject to child or adult abuse investigation? If yes, please provide date, charge and comment.			

Written Interview

Why do you want to be a member of YMCA Camp Silver Beach staff?

What experience have you had working with children?

List several character traits that accurately describe who you are and the way you relate to people.

Name three of your heroes, and tell why they are your heroes.

What do you feel would be your primary responsibilities as a Camp Counselor?

What job do you hope to have ten years from now?

Activity Information

In the following list, put a "1" by activities for which you can set up lesson plans and demonstrate proficiency, "2" for activities you can teach with some guidance and "3" for hobbies:

Cottage Counselor Positions

- | | | |
|--|---|--|
| <input type="checkbox"/> Pool (Teaching & Lifeguarding) ^{A C} | <input type="checkbox"/> Sailing ^{B C} | <input type="checkbox"/> Creative Arts (drawing, painting, crafts) |
| <input type="checkbox"/> Archery & Riflery ^C | <input type="checkbox"/> Kayaking ^{A B} | <input type="checkbox"/> Alpine Tower (low and high ropes) ^C |
| <input type="checkbox"/> Martial Arts ^B | <input type="checkbox"/> Athletics (soccer, basketball, skate park, softball, tennis, volleyball) | <input type="checkbox"/> Environmental Discovery, Outdoor Living |
| <input type="checkbox"/> Motor Boat Driving ^{B C} | | <input type="checkbox"/> Performing Arts (choir, dance, acting, cheering) ^B |

A YMCA Lifeguard or Red Cross Lifeguard Certification required

B Previous experience required

C Specialty certification required (provided if needed)

Support Staff Positions (not assigned to cottages)

- | | | |
|--|---------------------------------|--------------------------------------|
| <input type="checkbox"/> Service Corps | <input type="checkbox"/> Office | <input type="checkbox"/> Maintenance |
| <input type="checkbox"/> Nurse | | |

Administrative Staff Positions

 All positions below require previous supervisory experience.

- | | | |
|---|--|---|
| <input type="checkbox"/> Boys Head Counselor | <input type="checkbox"/> Teen Head Counselor | <input type="checkbox"/> Water Program Director |
| <input type="checkbox"/> Girls Head Counselor | <input type="checkbox"/> Land Program Director | <input type="checkbox"/> Water Chief |
| <input type="checkbox"/> Visual Arts (photography, videography, website design) | <input type="checkbox"/> Land Chief | |

Please list your training and experience in the areas you wish to instruct. *Camp Silver Beach will provide opportunities for pre-employment certification and training, where appropriate, at no cost to you. Room and board is provided during these opportunities.*

Certifications

Check if you have **current** certifications in the following and indicate expiration date.

- | | | |
|--|---|--|
| <input type="checkbox"/> Lifeguard Training _____ | <input type="checkbox"/> Swim Instructor Training _____ | <input type="checkbox"/> First Aid _____ |
| <input type="checkbox"/> Lifeguard Instructor Training _____ | <input type="checkbox"/> CPR _____ | <input type="checkbox"/> Other _____ |

Prior Work History

List previous camp positions held as a staff member:

Dates		Camp Name	Camp Director's Name	Reason for leaving
From	To	Street Address, City, State, Zip		or wanting to leave
Your position title			May we contact the camp director? <input type="checkbox"/> yes <input type="checkbox"/> no	
Summary of duties				

List other previous work experience:

Dates		Name of Organization	Supervisor's Name & Title	Reason for leaving
From	To	Street Address, City, State, Zip		or wanting to leave
Your position title			May we contact your supervisor? <input type="checkbox"/> yes <input type="checkbox"/> no	
Summary of duties				

Dates		Name of Organization	Supervisor's Name & Title	Reason for leaving
From	To	Street Address, City, State, Zip		or wanting to leave
Your position title			May we contact your supervisor? <input type="checkbox"/> yes <input type="checkbox"/> no	
Summary of duties				

Summary of duties				
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References: Please list complete information of four people to whom we can mail reference forms. Suggested references include high-school principal, college advisor, former camp counselor, teacher, professor, coach, neighbor or personal reference.

Name	Relation	Phone
Address	Email Address	
Name	Relation	Phone
Address	Email Address	
Name	Relation	Phone
Address	Email Address	
Name	Relation	Phone
Address	Email Address	

Supplemental Information

The YMCA of South Hampton Roads is an organization in which management and employees are bound together by common goals. To this end, we are interested in the career goals of all our present or potential employees. In the space provided below, please indicate what you believe your career goals to be and reasons for seeking employment with the YMCA. Thank you for your interest with the YMCA of South Hampton Roads.

List any additional information you believe significant to your application.

Applicant's Certification and Agreement

The undersigned hereby expressly authorizes and directs the confidential release of my scholastic/employment and/or criminal history record to the YMCA of South Hampton Roads for the sole purpose of employment evaluation. In addition, I understand that all YMCA employees are subject to the YMCA's policy on drugs and alcohol and are subject to its terms. Part of the YMCA's application process may include a urine/drug test. I hereby give my consent to the YMCA and any laboratory or any health-care provider that the YMCA may designate to collect and test urine, blood or breath samples to indicate the presence of illegal drugs or alcohol. In consideration of employment, I agree to conform to the rules and policies of the YMCA of South Hampton Roads and I understand and acknowledge that my employment may be terminated at any time, with or without cause, and with or without notice at the option of either the YMCA or myself. Each and every statement and fact set out in this application for employment is true and correct to the best of my knowledge. I acknowledge that any discrepancy may be grounds for termination of my employment at any time hereafter. I hereby authorize the YMCA of South Hampton Roads to investigate the statements and answers which I have made on this application. I understand that no Executive or any other employee of the YMCA of South Hampton Roads, other than the President/CEO, has any authority to enter into any agreement with me for my employment for any specified period of time, or to make any agreement contrary to the foregoing.

Please sign that you have read and understand the Applicant's Certification and Agreement. Your application will be processed as quickly as possible.

Signature _____ Date _____

Parent/Guardian Signature (for applicants under the age of 18) _____ Date _____



YMCA of South Hampton Roads

We build strong kids, strong families, strong communities.

Summer 2009 Salary Ranges

Junior Counselor: Must be rising high school senior/college freshman or equivalent, at least 16 years of age. Pay ranges from \$150–\$200 per week, plus room and board.

Senior Counselor: Must be at least rising college sophomore or equivalent, at least 18 years of age. Pay ranges from \$175–\$250 per week, plus room and board.

Camp Silver Beach Job Descriptions

Senior Cottage Counselor

- Reports to the Head Counselor
- Participates in Staff Training Week
- Responsible for the safety, health and well-being of campers
- Responsible for planning meaningful and enriching activities for cottage nights and free time
- Serves on a committee
- Participates in rotating schedule for presenting a morning thought
- Works rotating schedule for canteen and after-supper duty
- Writes letters home to parents for two-week sessions and postcards for one-week sessions
- Actively participates in assigned activity area
- Maintains good behavior and order of campers at all meals, evening programs and head checks
- Practices good hygiene and personal appearance
- Practices good role-modeling by acting in a way appropriate to mold young lives, both on and off duty
- Responsible for the overall experience that each camper has at camp

Junior Cottage Counselor

- Reports to the Head Counselor
- Participates in Staff Training Week
- Responsible for the safety, health and well-being of campers
- Assists with planning meaningful and enriching activities for cottage nights and free time
- Serves on a committee
- Participates in rotating schedule for presenting a morning thought
- Works rotating schedule for canteen and after-supper duty
- Assists Senior Counselor with postcard/letter writing
- Actively participates in assigned activity area
- Maintains good behavior and order of campers at all meals, evening programs and head checks
- Practices good hygiene and personal appearance
- Practices good role-modeling by acting in a way appropriate to mold young lives, both on and off duty
- Responsible for the overall experience that each camper has at camp

Activity Counselor

- Reports to activity chief
- Participates in Activity Training
- Provides quality instruction
- Ensures campers are receiving adequate skill development
- Assists campers with completion of cards and knot levels
- Assists with upkeep of all equipment
- Assists with inventory of all equipment
- Assists with set up and take down of activity
- Participates in rotation through activity areas, if required
- Ensures safety of all campers while at activity area
- Responsible for ensuring appropriate behavior of campers at activity area

www.campsilverbeach.org • www.ymcashr.org

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