



SPECIALIST APPLICATION

1. PERSONAL INFORMATION

Name:

Last	First	Middle
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Permanent

Address:	Street	City	State	Zip	Phone #
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Current

Address:	Street	City	State	Zip	Phone #
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E-mail address	Cell #	Social Security #
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Dates you can be contacted at this current address: _____

Are you over 18 years of age (as per ACA standard #C-6)? _____ Gender: _____

Are you available for a Personal or Phone Interview? ___ If so, When? _____ Where? _____

Available for summer employment from _____ to _____

Rank age groups with whom you would like to work: _____ 9-10 _____ 11-13 _____ 14-16 _____ any

How did you learn about Four Winds? _____

2. POSITION(S) FOR WHICH YOU ARE APPLYING:

3. CAMP EXPERIENCES:

<u>Camp</u>	<u>Director</u>	<u>Location</u>	<u>Positions (include camper experience)</u>	<u>Years</u>

4. WORK or VOLUNTEER EXPERIENCES:

<u>Employer</u>	<u>Position</u>	<u>Dates of Employment</u>	<u>Address</u>

5. EDUCATION:

	<u>Name</u>	<u>No. Years</u>	<u>Diploma/Degree</u>	<u>Year of Graduation</u>	<u>Major</u>
High School					
College					
Other					

Learn more at: <http://www.fourwindscamp.org>

6. Clubs, Activities, Hobbies, Interests:

7. HEALTH AND SAFETY:

Are you a U.S. Citizen? _____ Have you ever been convicted of any sex related or child abuse related offenses? Explain. _____

Are there any conditions that would make it impossible to fulfill your duties? If so, please explain: _____

What reasonable accommodations are needed to complete the required job duties, if any? _____

Four Winds is an alcohol, tobacco and drug free camp. Violation of drug/alcohol policies is cause for immediate termination. Are you willing to work under this regulation? Yes _____ No _____

<u>CERTIFICATES:</u> (Red Cross or Equivalent)	Type of Certificate	Expires
First Aid/CPR (required by all staff)	_____	_____
Lifeguard Certificate	_____	_____
Other Pertinent Certificates	_____	_____

8. INSTRUCTION SKILLS:

As a counselor/instructor, you will be living with a group of children during meals, evenings and overnight. During the day you will be teaching in one of these main areas: Barn, Garden, Dock, Sports or Arts & Crafts. Please list below your ability level as an instructor for each activity. Write a: "T" (teach) if you have sufficient experience to teach it to ages 7-16. "A" (assist) if you have a good deal of experience and could assist someone in teaching it:

<u>Dock</u>	<u>Arts and Crafts</u>	<u>Sports</u>	<u>Barn</u>
_____ Sailing	_____ Pottery	_____ Basketball	_____ Western Riding
_____ Canoeing	_____ Spin/Weave/Knit	_____ Ultimate Frisbee	_____ English Riding
_____ Kayaking	_____ Photography	_____ Archery	_____ Cart Driving
_____ Fishing	_____ Bookbinding	_____ Volleyball	
	_____ Drama	_____ Tennis	<u>Other (specify)</u>
	_____ Poetry	_____ Soccer	_____
<u>Garden</u>	_____ Woodcarving	_____ Lacrosse	
_____ Gardening			

9. EXPERIENCE PAGE: Please write a paragraph or two explaining the reasons you are applying for this/these positions; include experience with children, their ages & duration of work. Give a description of background in areas you could teach or assist..(Use separate sheet of paper)

10. REFERENCES: Please give the names of 3 persons (not related to you) to whom you have given our reference forms. They should have observed or know your qualifications and understand to send the form directly to us. (It is helpful if you provide them with an addressed, stamped envelope.)

	<u>Name</u>	<u>Position</u>	<u>Street, City, State, Zip</u>	<u>Phone</u>
1.				
2.				
3.				

10. SIGNED STATEMENT

I certify that all information given on this application and on any supporting documents is complete and true. **Signature** _____ **Date** _____



REQUEST FOR REFERENCE (Need to send 3 references to complete application)

_____ has applied for a position as _____ on the summer staff of Four Winds * Westward Ho Summer Camp. His/her duties may include working and living with children aged 7-16 for 24 hours a day throughout the summer. He/she will be asked to work with youngsters in an area which he/she has demonstrated skill, such as horseback riding, sailing, pottery, cooking, trip leading or service work. We are seeking mature, responsible, caring individuals who work well with other people, enjoy outdoor life and demonstrate a love for children. Your reference is a very important part of the selection process. We thank you for taking the time to fill out both sides and promptly send it back to:

Four Winds*Westward Ho, PO Box 140 Deer Harbor, WA 98243
 or by e-mail attachment to jobs@fourwindscamp.org or fax to (360) 376-5741.

How long have you known this applicant? _____ In what capacity? _____

If you were an employer, would you re-employ this applicant? _____

Why or why not? _____

How is this person's character such that his/her influence on children would be desirable?

How would this person serve as a role model for children? _____

Please circle the number which best describes the applicant. (1= low, 4= high)

Energetic	1	2	3	4	Honest	1	2	3	4
Dependable	1	2	3	4	Safe	1	2	3	4
Flexible	1	2	3	4	Motivated	1	2	3	4
Self Starting	1	2	3	4	Optimistic	1	2	3	4
Independent	1	2	3	4	Caring	1	2	3	4
Responsible	1	2	3	4	Confident	1	2	3	4
Shows Leadership	1	2	3	4	Punctual	1	2	3	4

Please comment on the strengths and/or weaknesses which would affect this person's work in a camp environment:

How would you rate this applicant overall as a staff member:

Exceptionally Strong ____ Above Average____ Average____ Below Average____

Please call me if you need more information: Yes____ No____

Printed Name Occupation

Address Telephone

City State Zip

Signature

Date



Statement of Consent, Authorization and Release

To be signed by every applicant seeking employment

I understand that in connection with the application process, Four Winds * Westward Ho Camp may request information from my past employers, educational institutions, personal references, and any public or private agencies that have issued me either a professional or vocational certification or license. I also understand that such investigation may include a review of my credit history and any criminal records. I request, authorize and consent to the release of any and all such information to Four Winds * Westward Ho consistent with all state and federal laws and hereby release and hold harmless every person or entity that communicates such information to Four Winds * Westward Ho in good faith and without malice from any and all claims or liability of any type whatsoever.

Signed: _____

Date: _____