

# Golden Empire Council, BSA



# Camp Staff Application

Note: This application is used to apply for all Golden Empire Council Camps staff positions, whether or not the staff position is paid or voluntary. Please complete all pages of the application and related forms and return to your Camp Director or the Golden Empire Council Sacramento Service Center.

Name:

Date of Birth:

Street Address:

City, State, Zip:

Home Phone:

Business Phone:

Email address:

Council / District:

Currently registered in Scouting as:

*For Council Use Only:*

Camp:

Position:

Responsible To:

Hourly Rate: \$

# Hours Per Week:

# Weeks Employed:

Start Date:

End Date:

**Council Approved for Hire:**

*Mail completed application to:*

**Golden Empire Council Camps  
Boy Scouts of America  
251 Commerce Circle  
POB 13558  
Sacramento, CA 95853-3558  
Phone: 916-929-1417; 800-427-1417  
Fax: 916-929-4461**

## Information about Employment

The Golden Empire Council operates a variety of camps to meet the needs of the youth in Northern California. These include long-term resident camps for Boy Scouts and short-term resident camps for Cub Scouts and families.

Opportunities to serve Scouting as a member of a Golden Empire Council camp staff are available to outstanding applicants. Competition for employment is keen; the jobs demanding; the experience exhilarating.

Applicants are considered for positions without regard to race, color, religion, sex, national origin, age (if over 18), marital status, veteran status or the presence of a health problem or handicap that is unrelated to their ability to perform the jobs requested.

The preferred age requirement is 18 for many positions. Minimum employment age is 15. Counselors in Training are age 14. Positions that require certification must be a minimum of 21 years old. Applicants must be of minimum age by June 15th.

**This Golden Empire Council camp staff application, employment agreement, and medical forms are required to be completed and on file with the Golden Empire Council prior to employment for all staffs, regardless of whether position is salaried or voluntary.**

All applicants **hired** for paid positions will be required to furnish two forms of identification (we suggest a driver's license or student ID card and social security card.) complete a Form I-9 "Employment Eligibility Verification, Form W-4 and sign a letter of employment in addition to a staff application.

The length of employment varies with job assignment; some are as long as ten weeks and others less than a week. The maximum payroll hours per week are 48 hours.

Applicants must be registered members of the Boy Scouts of America or agree to become registered before employment begins.

The principles of the Scout Oath or Promise and Law must be practiced as a way of life.

The staff is expected to set an example of excellence in Scouting, which includes the proper wearing of the uniform, and adhere to standards of personal appearance.

Salary is based on position responsibility with consideration given to the individual's experience.

Review the list of jobs and indicate three preferences on the application. A brief resume of your experience for each of your choices is requested.

Some positions require some vehicle driving. You must have a valid driver's license to qualify for such a position.

Submit your application early. Opportunities for employment are better for those who apply at least 6 months before the scheduled camp opening. The Camp Director or the Golden Empire Council will notify you when a decision is reached.

**The Golden Empire Council, BSA is  
An EQUAL OPPORTUNITY EMPLOYER**

## Camp Staff Positions

### Resident Camps

(not all positions are offered at all camps)

Camp Director - DCA  
 Program Director - CA  
 Assistant Program Director - B  
 Camp Commissioner - B  
 Provisional Scoutmaster- DA  
 Aquatics Director - CA  
 Aquatics Instructor  
 Archery Instructor - B  
 Climbing Director - B  
 COPE/High Adventure Director-CB  
 Ecology/Conservation Director-B  
 Field Sports Director - CA  
 Handicraft Instructor  
 Scoutcraft Director  
 Wrangler (Lassen Only)

Program Aide for Department  
 Aquatics/Waterfront  
 Climbing  
 C.O.P.E./High Adventure  
 Handicraft  
 Horses (Lassen Only)  
 Maintenance  
 Nature  
 Scoutcraft  
 Shooting Sports  
 Counselor-In-Training - \*

Food Service Manager  
 Camp Cook  
 Commissary Steward  
 Dining Hall Steward  
 Dishwasher  
 Kitchen Staff

Chaplain  
 Medical Officer - CA  
 Quartermaster  
 Ranger - DCA  
 Trading Post Manager  
 Trading Post Aide

### Codes

D - Driver's License required  
 C - Certification required  
 A - Age 21 or older  
 B - Age 18 or older  
 \* - Age 14

### Specific Skills

(Check all that apply)

X – indicates some knowledge;  
 XX – indicates proficiency and ability to teach)

Camping  
 Archery  
 Astronomy  
 Volleyball  
 Group Games  
 Backpacking  
 Basketry  
 Beadwork  
 Lifesaving  
 Water Sports  
 Plant Identification  
 Computers  
 Fishing  
 Canoeing  
 Rowing  
 Sailing  
 Nature  
 Mammals  
 Cooking  
 Story Telling  
 Insects  
 Blackpowder  
 Group Singing  
 Arts & Crafts  
 Horseback Riding  
 Campfire Programs  
 Religious Services  
 Wilderness Survival  
 Conservation  
 First Aid  
 Weather  
 Retail Sales  
 CPR Instruction  
 Pioneering  
 Indian Lore  
 Woodcarving  
 Rock Climbing  
 Orienteering  
 Rifle Shooting  
 Swimming  
 Birds

***Please type or print***

Name: \_\_\_\_\_

Driver's license number and state where issued: \_\_\_\_\_

Name and telephone number of person to contact in an emergency: \_\_\_\_\_

Have you ever been convicted of a felony? (You may answer "no" if your conviction has been ordered sealed, expunged, or eradicated.) Yes No *Convictions of a crime is not an automatic bar to employment --- all circumstances will be considered, including what you were convicted of and how long ago. Please provide complete information about the conviction by attaching a separate statement.*

Please check staff applying for:

\_\_\_\_ Boy Scout Resident Camp

\_\_\_\_ Cub Scout Resident Camp

Please check camp applying for:

\_\_\_\_ Camp Robert L. Cole

\_\_\_\_ Camp Pahatsi

\_\_\_\_ Camp Lassen

\_\_\_\_ Camp Winton

**Choices of Employment:**

Position applying for

Department

First Choice: \_\_\_\_\_

Second Choice: \_\_\_\_\_

Third Choice: \_\_\_\_\_

*Note: Enclose brief resume of your experience regarding each of your choices and be sure to complete information on facing page. If your choices involve driving a BSA vehicle, you must submit a current motor vehicle record at your expense.*

Dates available for employment - (be specific) - From: \_\_\_\_\_

To: \_\_\_\_\_

List current certification and dates (National Camp School, First Aid, CPR, EMT, Rifle, Lifeguard, etc.): \_\_\_\_\_

**Camping Experience** (List long-term camps only)

Name of Camp	Location	Number of years as		Position(s)
		Camper	Staff	

Currently registered in Scouting as: \_\_\_\_\_

Unit Type: \_\_\_\_\_

Number: \_\_\_\_\_

Number of years in Scouting as a youth: \_\_\_\_\_

As an adult: \_\_\_\_\_

Current rank: \_\_\_\_\_

Scouting positions held: \_\_\_\_\_

Achievements: \_\_\_\_\_

Describe leadership experiences: \_\_\_\_\_

Are you a member of the Order of the Arrow? Yes No

Yes

No

Honor received: \_\_\_\_\_

Order of the Arrow positions held: \_\_\_\_\_

*continued on back*

*Please type or print*

**Educational Background**

Name of school/college: \_\_\_\_\_ Location: \_\_\_\_\_

Scholastic honors: \_\_\_\_\_

Sports: \_\_\_\_\_

Activities/Clubs: \_\_\_\_\_

Languages spoken other than English: \_\_\_\_\_

Hobbies, Special Interests: \_\_\_\_\_

**Employment**

Present or most recent employer: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Address: \_\_\_\_\_ Phone number: \_\_\_\_\_

Job Title \_\_\_\_\_ Supervisor's name: \_\_\_\_\_

Description of duties (Indicate significant responsibilities, accomplishments & contributions): \_\_\_\_\_

Are you a U.S. Citizen?      Yes                  No

**References:** Give names and addresses of 3 persons (not relatives) who have knowledge of your character, experience and abilities.

Name	Address & City	Telephone
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**Counselors-In-Training:** A letter of recommendation from your Scoutmaster must accompany application.

*Staff must reside on site in quarters provided (usually 2-person tents) for all resident camps. Management reserves the right to inspect quarters at its discretion.*

I hereby make application for summer employment and in accordance with the principles of the organization, subscribe to the Scout Oath or Promise, Law and Declaration of Religious Principle. I agree to be loyal to and cooperate fully with all of the BSA policies, program, and management including those described in this application. If selected, I further agree to submit a completed Health and Medical record upon arrival in camp. I understand that a personal interview may be required before employment will be granted and that I must execute a signed staff agreement prior to employment.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I authorize all my previous employers, schools, and all other references to furnish the information requested. I hereby declare that the information provided by me in this application for employment is accurate and complete to the best of my knowledge. I understand that any falsification or misrepresentation in this application is cause for discharge.

Signature \_\_\_\_\_ Signature of parent if applicant is under age 18 \_\_\_\_\_ Date \_\_\_\_\_