

2020 SUMMER CAMP STAFF APPLICATION

Columbia Montour Council, BSA

Revised Oct.23, 2019



This application is for:

Volunteer Staff

Paid Staff

Counselor in Training (CIT)

Please return completed applications to:

Blake Jones, SR. District Executive

Columbia Montour BSA

5 Audubon Court

Bloomsburg PA 17815

Blake.Jones@scouting.org

Phone 570-784-2700 ext. 115

Information Regarding Employment for 2021 Summer Camp Season

The Columbia Montour Council operates a resident summer camp at Camp Lavigne. The property includes over 220 acres of woods and meadow with both a creek and pond on the property. Located at 35 Camp Lavigne Road in Benton PA, Sugarloaf Township only 25 minutes North of Bloomsburg and 40 minutes southeast of Wilkes-Barre.

Summer Camp 2021 Dates

Directors Day June 19

Staff Week: June 21 – June 25

Scouts BSA Week 1: June 27 – July 3

Cub Day and Resident Camp: July 6 – July 9

Scouts BSA Week 2: July 11 – July 17

Staff Clean Up: July 19 – July 22

Opportunities to serve Scouting as a member of the Columbia Montour Council's seasonal camp staff are available to outstanding applicants. Young men and women are needed who are people-oriented, enthusiastic, energetic, willing to teach others, and believe in the principles of the BSA. Depending on your type of employment you may be provided a salary, lodging in tents or cabins, meals, subsidized staff uniforms, limited medical care, and BSA insurance. Before camp opens you will receive training from experienced advisors and leaders pertinent to your job area and to working with youth.

*Volunteer Staff positions at our camp are available to any interested adult or youth applicant who would like to volunteer their time to supplement the camp staff. All volunteer staff must be a registered Scouter or Scout and submit an application to be invited for an interview with the camp director.

- The minimum age accepted for paid employment is 16 (June 1, 2021). Boy Scouts of America standards require minimum ages of 18 and 21 for some positions (see below).
- All full-time paid staff members are expected to be available for the full season. The work week is 6 days with a minimum 24 hour time-off period each week.
- The Counselor-in-Training (CIT) program is for Scouts 14 to 15 years-old as of June 2020. They volunteer for at least three weeks in preparation for possible full-time employment in coming seasons. CIT's are not paid a salary but are provided room and board. CIT's are encouraged to work on merit badges while at camp for personal advancement.
- Applicants are considered for positions without regard to race, color, religion, sex, national origin, age, marital status, veteran status, or the presence of a health problem or handicap that is unrelated to your ability to perform the jobs requested.

- All staff members must be registered with the Boy Scouts of America prior to employment. The standards of the Scout Oath and Scout Law must be adhered to at all times. The staff sets an example of Scouting excellence that includes the proper wearing of the full uniform and the proper use of official equipment while in camp. Behavior and appearance standards, as will be specified in the employment letter and handbook, must be followed at all times.

Camp Staff Areas & Positions

Each area's staff usually consists of a director and several counselors. The minimum age to be a counselor is 16. In the list of positions below, the number in parentheses is the minimum age required:

Camp Director (21)	Dining Hall Steward (18)
Program Director (18)	Head Commissary Director (21)
Medical Director (21)	Assistant Commissary Director (18)
Medic (18)	Handicraft Area Director (18)
Aquatics Director (21)	Handy Craft Instructor (16)
Boat Pond Director (18)	Sports Area Director (18)
Aquatics Instructor (16)	Sports Area Instructor (16)
Shooting Sports Director (21)	Scoutcraft Area Director (21)
Shooting Sports Instructor (16)	Scout Craft Instructor (18)
Archery Director (21)	Nature Area Director (21)
Archery Instructor (16)	Nature Area Assistant Director (18)
Business/Trading Post Manager (21)	Nature Area Instructor (16)
Trading Post Attendant (16)	Head Commissioner (21)
Office Manager (18)	Commissioner Staff (18)
Provisional Scoutmaster (21)	Assistant Camp Director (21)
Quartermaster (18)	

Columbia Montour Council BSA 2020 Summer Camp Staff Application

*Please Complete all applicable information.
Print clearly or type.*

For Office Use Only

Received: _____ Interviewed: _____

Notes:

Personal Information

NAME: _____
Last First Middle

Home Address
Address: _____
City: _____ State: _____
ZIP: _____

School Address
Address: _____
City: _____ State: _____
ZIP: _____

Home Phone: (_____) _____

Cell: (_____) _____

E-Mail: _____

Social Security #: _____

Date of Birth: _____ Age: _____

Driver's License #: _____ State: _____

Best time to call: _____

** If Applying for a Paid Position*

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Position Preferences

This section is for NON-CIT applicants ONLY.

1. _____
2. _____
3. _____

List positions in order of preference. #1 being top choice.

Do you meet the age requirements for the positions you are applying for? YES () or No ()

If you are not available for the full season please list the dates you are not available: _____

*All paid staff should be available for the whole season.

Note: Staff who is available the whole summer may be chosen first over those with unavailability.

This section is for CIT applicants ONLY.

Which program areas are you most interested in.

Choose up to four and number them 1-4 with 1 being your most interested and 4 being less interested.

- | | | |
|-------------------------------------|--|---------------------------------------|
| <input type="checkbox"/> Aquatics | <input type="checkbox"/> Quartermaster | <input type="checkbox"/> Stem |
| <input type="checkbox"/> Kitchen | <input type="checkbox"/> Scoutcraft | <input type="checkbox"/> Trading Post |
| <input type="checkbox"/> Handicraft | <input type="checkbox"/> Shooting Sports | |
| <input type="checkbox"/> Nature | <input type="checkbox"/> Sports | |

Which weeks are you interested in being a CIT?

SCOUTING / YOUTH EXPERIENCE (all applicants must fill out the following sections)

Current Registration (circle one): Troop Team Crew Post # _____ Council: _____

Years Involved: Youth _____ Adult _____ Highest Rank Achieved: _____

OA Member / if so honor level: _____

Leadership Position(s): _____

Leadership Training? YES () NO () Type: _____

Other Youth Experience: _____

Hobbies / Special Interests: _____

CAMP STAFF EXPERIENCE

If you have worked on any camp staff before, please list your experience below:

Camp Name: Council: Years(s): Positions(s):

RELATED EXPERIENCE AND TRAINING

Mark each activity for which you have experience or training, regardless of the positions that you are applying for.

AQUATICS:

- | | | |
|---------------|--|-------------------|
| ____ Swimming | ____ BSA Lifeguard | ____ Mile Swim |
| ____ Canoeing | ____ Red Cross Advanced Lifesaving | ____ SCUBA |
| ____ Rowing | ____ Red Cross Water Safety Instructor | ____ Other: _____ |
| ____ Sailing | ____ Snorkeling BSA | ____ SUP |

ECOLOGY/CONSERVATION:

- | | | |
|---------------------|----------------------------------|---------------------------------|
| ____ Astronomy | ____ Environmental Science | ____ Mammals |
| ____ Bird Study | ____ Geology | ____ Plant Science |
| ____ Forestry | ____ Reptiles & Amphibians | ____ Fish & Wildlife Management |
| ____ Hornaday Award | ____ Leave No Trace | ____ Soil & Water Conservation |
| ____ Weather | ____ Colorado Conservation Award | ____ Other: _____ |

HIGH ADVENTURE:

- | | | |
|--|--|---|
| <input type="checkbox"/> Rappelling | <input type="checkbox"/> Trekking | <input type="checkbox"/> 50-Miler Backpacking |
| <input type="checkbox"/> Climbing | <input type="checkbox"/> Wilderness Medical Training | <input type="checkbox"/> Low Impact Camping |
| <input type="checkbox"/> Mountain Biking | <input type="checkbox"/> Orienteering/GPS Navigation | <input type="checkbox"/> Search & Rescue |

HORSES:

- | | | |
|---------------------------------|-----------------------------------|-------------------------------------|
| <input type="checkbox"/> Riding | <input type="checkbox"/> Saddling | <input type="checkbox"/> Horse Care |
|---------------------------------|-----------------------------------|-------------------------------------|

MEDICAL:

- | | |
|--|--|
| <input type="checkbox"/> CPR Certified | <input type="checkbox"/> Other Certifications: _____ |
|--|--|

SCOUTCRAFT / HANDICRAFTS:

- | | | |
|--|---|---|
| <input type="checkbox"/> Camping | <input type="checkbox"/> Basketry | <input type="checkbox"/> Indian Lore |
| <input type="checkbox"/> Cooking | <input type="checkbox"/> Leatherwork | |
| <input type="checkbox"/> Orienteering | <input type="checkbox"/> Woodcarving | <input type="checkbox"/> Space Exploration |
| <input type="checkbox"/> Pioneering | <input type="checkbox"/> Blacksmithing | <input type="checkbox"/> Emergency Preparedness |
| <input type="checkbox"/> Wilderness Survival | <input type="checkbox"/> Metalworking | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Fishing | <input type="checkbox"/> Hatchets / Axes / Knives | |

SHOOTING SPORTS:

- | | | |
|----------------------------------|---------------------------------------|---|
| <input type="checkbox"/> Archery | <input type="checkbox"/> Rifle | <input type="checkbox"/> NRA Member or Instructor |
| <input type="checkbox"/> Shotgun | <input type="checkbox"/> Black Powder | <input type="checkbox"/> Other: _____ |

PROGRAM:

- | | | |
|---|--|--|
| <input type="checkbox"/> Children's Games | <input type="checkbox"/> Musical Instrument: _____ | <input type="checkbox"/> Leading Songs |
| <input type="checkbox"/> Campfire Participation | <input type="checkbox"/> Initiative & Teambuilding Games | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Teaching Assistant | <input type="checkbox"/> Event Planning | |

BUSINESS:

- | | | |
|--|---|---|
| <input type="checkbox"/> Web Page | <input type="checkbox"/> Advertising / Marketing | <input type="checkbox"/> Shipping and Receiving |
| <input type="checkbox"/> Desktop Publishing | <input type="checkbox"/> Bookkeeping / Accounting | <input type="checkbox"/> Typing - WPM _____ |
| <input type="checkbox"/> Receptionist Design | <input type="checkbox"/> Spreadsheets / Word Processing | <input type="checkbox"/> Cashiering / Selling |

MAINTENANCE:

- | | | | |
|---|--------------------------------------|-----------------------------------|---|
| <input type="checkbox"/> Carpentry | <input type="checkbox"/> Home Repair | <input type="checkbox"/> Plumbing | <input type="checkbox"/> Truck Driving (auto/stick) |
| <input type="checkbox"/> Electrical | <input type="checkbox"/> Mechanic | <input type="checkbox"/> Welding | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Farm Mechanics | | | |

STEM: _____

Have you attended a BSA National Camping School within the past 5 years? YES () NO ()

Year: _____ Location: _____ Section: _____

What other skills do you have that would help you in the job(s) you are applying for? Attach a separate sheet if necessary.

LICENCES AND CERTIFICATIONS

(Attach information about other licenses or certifications on a separate sheet.)

License of Certification: _____

Issue Date: _____ License No. (if applicable)

Issued by: _____

State/County: _____ Expiration Date: _____

EDUCATIONAL BACKGROUND

Name: City, State: Dates of Attendance: Major:

High School:

College: _____

Other: _____

Honors/Activities: _____

EMPLOYMENT HISTORY (3 most recent)

Employer: Position: Dates Employed: City, State: Phone:

May we contact your present employer? YES () NO ()

REFERENCES (3 are REQUIRED)

Please Include Name: Address: Daytime Phone: Title/Position:

Adult member of unit, college official or current employer:

Community leader (youth leader, religious leader, civic leader, etc.):

Teacher, supervisor, or associate:

NO RELATIVES

FINAL AGREEMENTS

- YES () NO () Are you permitted to become lawfully employed in the United States?
Proof of citizenship or immigration will be required upon employment.
- YES () NO () Have you ever been convicted of any felony, child abuse, or unlawful offense?
- YES () NO () Have you ever been charged with the commission of an act of child abuse or unlawful sexual offense?
Please provide complete information about the conviction by attaching a separate statement.

I hereby make application for employment, and, in accordance with the principles of the organization, subscribe to the Scout Oath, Law, and Declaration of Religious Principle. I agree to be loyal to and cooperate fully with all of the BSA policies, programs, and management including those described in this application. I understand that if I am accepted for employment with Columbia Montour Council that my employment can be terminated at any time, with or without cause or notice, at the discretion of the Columbia Montour Council BSA.

I agree to submit a completed Health and Medical Record upon my arrival.

I understand that a personal interview may be required before employment will be granted.

I understand that I am expected to reside in housing (tent or cabin) provided by the Columbia Montour Council. Management reserves the right to enter this housing for the purpose of inspection at its discretion.

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 and denial of worker’s compensation benefits.

I understand that I must complete Youth Protection Training, Sexual Harassment Training, and Hazardous Weather training arriving to Camp Lavigne for duty.

I may have to take CPR training which will be determined by the Camp Director and provided on site.

I hereby assign and grant to the Columbia Montour Council Boy Scouts of America the right and permission to use and publish the photographs/film/videotapes/electronic representations and/or sound recordings made of me at all Scouting activities and I hereby release the Columbia Montour Boy Scouts of America, the activity coordinators, and all employees, volunteers, related parties, or other organizations associated with the activity from any and all liability from such use and publication.

I hereby authorize the reproduction, sale, copyright, exhibit, broadcast, electronic storage, and/or distribution of said photographs/film/videotapes/electronic representations and/or sound recordings without limitation at the discretion of the Columbia Montour Council Boy Scouts of America, and I specifically waive any right to any compensation I may have for any of the foregoing.

Signature of Applicant: _____

Date: _____

Signature of Parent/Guardian if Applicant is under 18: _____

Date: _____

Signature of Unit Leader*: _____

Date: _____

*if Applicant is under 18 and registered with the BSA

Return this application to:
Columbia Montour Council
Boy Scouts of America
5 Audubon Court
Bloomsburg PA, 17815

Or Email to: Blake.Jones@scouting.org

Or Fax to:
570-387-4074