

# CAMP BIRCH



2010  
SUMMER CAMP  
VALUES - FUN - ADVENTURE

staff application

## Camp Birch Summer Camp Staff Hiring Process for 2010

1. Fill out application forms and return them to the scout office or camp director
2. The Program Director and Camp Director will be available for general information and/or brief interviews at these times:
  - a. Univ. of Dayton - MBTD 1/30 8:30-noon
  - b. Northern Tier - MBTD 2/6 8:30-noon
  - c. Chillicothe - MBTD 2/20 8:30-noon
  - d. 2/20 – Summer Camp Program Office at Camp Birch  
Information Briefing on Summer Camp Staff 1:30-3:00pm
3. People wanting to be on camp staff need the following:
  - a. **Attend staff training dates 3/27 and 4/9-11**
  - b. **Be available all of June 13-July 15 as a minimum**
  - c. Be hard-working, highly energetic, self-starters, motivated, strong scout spirit, team players that are very flexible – scout skills are a plus
  - d. Scout oath & law guides conduct
  - e. CITs – 14 y.o.
  - f. Paid and volunteer staff 15 y.o. and up
  - g. Opportunities for staff run from 6/14 through parts of August. Full staffing needed until mid-July, then varying staff levels are required for the remainder of the summer.
4. Job offers will be provided to selected staff after the April training weekend
  - a. Based on performance at training and overall ability to meet job requirements
  - b. Based on availability of staff positions
  - c. Subject to change at any time based on performance or conduct issues or needs for camp as determined by camp administration
  - d. Our purpose is to provide our customers with a great summer camp experience, that is our focus and all decisions are made with this in mind. Our mission statement is “We provide a quality program that promotes scouting values through fun and adventure.”
  - e. So, it’s all about the campers and troops, and not about you. What is about you is getting ready to be about the campers. Another thing that is about you is that it’s Camp administration’s job is to see to it that you have all the training and supplies you need to be effective. We don’t expect you to do it alone!
  - f. Those not selected for a paid staff position or the CIT program may still be able to volunteer at camp and/or be placed on an alternate list if a position does become available.
5. Job Performance
  - a. Evaluating your job performance is based briefly on the following guidelines:

## Staff Expected Levels of Excellence

<b>Areas of Excellence</b>	<b>A+ Outstanding</b>	<b>A Excellent</b>	<b>A- Very Good</b>
<b>Job Skills</b> ability to carry out assigned job duties	Autonomous – can work independently	Semi-autonomous	Competent under supervision
<b>Presence</b> conduct, character and attendance	Present, on-time and engaged in all activities, role model of scout oath and law, clean in mind and body	Present and on-time at all activities and actively participating in most, follows oath and law, excellent conduct	Present, on-time and active at most activities, follows oath and law, good conduct
<b>Spirit</b> enthusiasm and attitude	Positive, Pleasant and Proactive	Enthusiastic and helpful, always looking to cheer people up	Willing participant in camp songs, skits and maintains a good attitude
<b>Work Ethic</b> motivation, effort, stamina and resourcefulness	High level of energy and effort in all areas	Strong level of energy and effort in all areas	Good level of energy and effort in all areas
<b>Leadership</b> proactive teamwork	Strong leader whom others respect and work within a team approach	Good leader, good communication skills, good team skills	Proactive follower, willing to lead on occasion, positive team skills
<b>Flexibility</b> ability to work in many areas	Highly effective in most situations	Able to adapt to most situations in a positive and constructive manner	Willing to learn new skills and work hard to handle different tasks
<b>Customer Satisfaction</b> Level of customer service provided	Delights scouts and leaders	Pleases scouts and leaders	Provides good service to scouts and leaders

Note: Less than an “A-“ level of effort need not apply to scout camp staff! We need the best and your best!

# Summer Camp Staff Application

Tecumseh Council, BSA \* 326 S Thompson Ave \* Springfield OH 45506 \* 937-325-6449

Name \_\_\_\_\_ Telephone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Are you a US Citizen (Y/N)? \_\_\_\_ Birthday (MM/DD): \_\_\_\_\_ Current Age (if under 21): \_\_\_\_\_

The Tecumseh Council is an equal opportunity employer. We do not and will not discriminate on the basis of race, religion, national origin, sex, age, handicap, marital status or status as a disabled veteran, Information provided in this application will not be used for any discriminatory purpose.

Do you subscribe to the policies of the Scout Oath and Law?      Yes    No

Please briefly describe why you would like to join the Staff at Camp Birch.

## For what position or positions are you applying?

### **Minimum age is 21 for these jobs:**

- Camp Director
- Program Director
- Business Manager
- Food Service Manager
- Aquatics Director
- COPE Director
- Shooting Sports Director
- Other/Any: \_\_\_\_\_

### **Minimum age is 18 for these jobs:**

- First Aid Officer
- Head Dining Steward
- Quartermaster
- Nature/Conservation Director
- Handicraft Director
- Scoutcraft Director
- Archery Director
- Trading Post Manager
- Lakefront Director
- Pool Director
- Cope Instructor
- Climbing Instructor

- Cook
- Assistant Cook
- Other/Any: \_\_\_\_\_

### **Minimum age is 16 for these jobs:**

- COPE Instructor-in-Training
- Climbing Instructor-in-Training
- Other/Any: \_\_\_\_\_

### **Minimum age is 15 for these jobs:**

- Aquatics Instructor
- Lakefront Instructor
- Handicraft Instructor
- Scoutcraft Instructor
- Shooting Sports/Archery Instructor
- Nature Instructor
- Tecumseh Island Instructor
- Office Clerk
- Assistant Quartermaster
- Food Service Team Member
- Other/Any: \_\_\_\_\_

### **Minimum age of 14 for these jobs:**

- Counselor-in-Training

**Scouting Experience**

Do you have previous experience with the Boy Scouts of America?      Yes      No

Please describe any Scouting experience including awards, achievements, leadership positions, camping experience or anything else that would have a bearing on considering you for the summer staff at Camp Birch. Attach additional sheets if necessary.

Current Rank or Highest Scout Rank Earned: \_\_\_\_\_

**Certifications & Licenses**

Please indicate any special certification or licensing you hold.

- CPR
- First Aid
- EMT or Paramedic
- Registered Nurse
- BSA Lifeguard
- Driver's License
- Other Certification or License: \_\_\_\_\_

Please list any National Camping School Endorsements you hold:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Education History**

Please describe your education history. If necessary, please attach a separate sheet that provides names of institutions, dates of attendance and any degrees or certificate earned.

**Employment History**

Please attach to this application a brief employment history that includes employer name, contact information and period of employment.

May we contact your past employers?      Yes      No

**CERTIFICATION**

I certify that the information contained in this application is true.

Applicant: \_\_\_\_\_

If applicant is under age 18

Parent or Guardian: \_\_\_\_\_

I attest to this person's ability to serve as a good example and to live by the Scout Oath & Law.

Unit Leader: \_\_\_\_\_ (required for registered Scouts and Scouters only.)

## CAMP BIRCH SUMMER CAMP EXPERIENCE AND INTERESTS SURVEY

This form is part of the camp staff application process. It shows us where you have worked at a camp before and the kinds of things that you are interested in doing. Note: the rating method for Experience and Interests are different.

<b>EXPERIENCE: (have done)</b> check or "X" to indicate experience	
<b>CAMP OPERATIONS</b>	
<input type="checkbox"/> Director	
<input type="checkbox"/> Program Director	
<input type="checkbox"/> Summer Ranger	
<b>FOOD SERVICES</b>	
STAFF: __ Cook __ Asst. Cook __ Staff (2) __ Steward (1)	
<input type="checkbox"/> Food Preparation and Service	
<b>TRADING POST</b>	
STAFF: __ Manager __ Clerk	
<input type="checkbox"/> Retail operations	
<b>HEALTH</b>	
STAFF: __ Health Officer (1)	
MERIT BADGES:	
<input type="checkbox"/> Emerg Prep	<input type="checkbox"/> First Aid
<b>POOL</b>	
STAFF: __ Pool Director, __ Lifeguard (2)	
MERIT BADGES:	
<input type="checkbox"/> Lifesaving	<input type="checkbox"/> Mile Swim
<input type="checkbox"/> Swimming	<input type="checkbox"/> BSA Lifeguard
<input type="checkbox"/> Snorkeling	
<b>LAKEFRONT</b>	
STAFF: __ Director __ Lifeguard (2)	
MERIT BADGES:	
<input type="checkbox"/> Canoeing	
<input type="checkbox"/> Small Boat	
<input type="checkbox"/> Rowing	
<b>SHOOTING SPORTS</b>	
STAFF: __ Range Dir. __ Archery Dir __ Instructor (2)	
MERIT BADGES:	
<input type="checkbox"/> Rifle Shoot	<input type="checkbox"/> Archery
<input type="checkbox"/> Shotgun	<input type="checkbox"/> Black Powder
<b>OUTDOOR SKILLS</b>	
STAFF: __ Director __ Instructor (3)	
MERIT BADGES:	
<input type="checkbox"/> Paul Bunyan	<input type="checkbox"/> Camping
<input type="checkbox"/> Pioneering	<input type="checkbox"/> Cooking
<input type="checkbox"/> Wilderness	<input type="checkbox"/> Orienteering
<b>TECUMSEH ISLAND</b>	
STAFF: __ Director __ Instructor (2)	
<input type="checkbox"/> Scout rank requirements	
<b>COPE and CLIMBING</b>	
STAFF: __ Director (2) __ Instructor (2)	
<input type="checkbox"/> COPE Program	<input type="checkbox"/> Climbing MB & climbs
<b>NATURE / ECOLOGY</b>	
STAFF: __ Director __ Instructor (2)	
MERIT BADGES:	
<input type="checkbox"/> Forestry	<input type="checkbox"/> Nature
<input type="checkbox"/> Mammal St	<input type="checkbox"/> Dawn Hike
<input type="checkbox"/> Soil/Water	<input type="checkbox"/> Fish & Wildl
<input type="checkbox"/> Env Sci	<input type="checkbox"/> Fishing
<b>HANDICRAFT</b>	
STAFF: __ Director __ Instructor (2)	
MERIT BADGES:	
<input type="checkbox"/> Art	<input type="checkbox"/> Letherwork
<input type="checkbox"/> Basketry	<input type="checkbox"/> Woodcarving
<input type="checkbox"/> Electricity	<input type="checkbox"/> Woodwork
<b>OLDER SCOUT PROGRAM</b>	
STAFF: __ Director	
<input type="checkbox"/> Implement Older Scout Program	
Combined with other staff function above	
<b>OTHER EXPERIENCE</b>	
MERIT BADGES:	
<input type="checkbox"/> Citizenship	<input type="checkbox"/> Indian Lore
<input type="checkbox"/> Comm	<input type="checkbox"/> Weather
<input type="checkbox"/> Scout Spirit (songs, skits, activities)	
Other: _____	
Other: _____	
<input type="checkbox"/> Counselor in Training (CIT)	

<b>INTERESTS: (like to do)</b> rate 5 (High) to 1 (Low), or 0 (No)	
<b>CAMP OPERATIONS</b>	
<input type="checkbox"/> Director	
<input type="checkbox"/> Program Director	
<input type="checkbox"/> Summer Ranger	
<b>FOOD SERVICES</b>	
STAFF: __ Cook __ Asst. Cook __ Staff (2) __ Steward (1)	
<input type="checkbox"/> Food Preparation and Service	
<b>TRADING POST</b>	
STAFF: __ Manager __ Clerk	
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<b>LAKEFRONT</b>	
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STAFF: __ Director	
<input type="checkbox"/> Implement Older Scout Program	
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<input type="checkbox"/> Citizenship	<input type="checkbox"/> Indian Lore
<input type="checkbox"/> Comm	<input type="checkbox"/> Weather
<input type="checkbox"/> Scout Spirit (songs, skits, activities)	
Other: _____	
Other: _____	
<input type="checkbox"/> Counselor in Training (CIT)	

If you have any questions on these Categories, Events or Merit Badges, refer to the Camp Leader's Guide.