



# CAMP BOWERS

## CAMP STAFF APPLICATION - 2021 SEASON



- The Cape Fear Council, Boy Scouts of America, is an equal opportunity employer and does not discriminate in employment on account of race, color, religion, national origin, citizenship status, ancestry, age, sex, sexual orientation, marital status, physical disability, military status or unfavorable discharge from military service.
- In accordance with Boy Scouts of America qualifications and requirements, I hereby subscribe to the Scout Oath or Promise, Law and the declaration of religious principle. I agree to abide by the Charter, Bylaws and Rules and Regulations of the Boy Scouts of America.
- The minimum age requirement for employment is 15 (when camp opens), except for Counselor in Training Program (age 14). Age requirements for specific positions are listed on Page 3.
- All camp staff members must be registered members of the Boy Scouts of America.
- New employees will be required to provide proofs of identity and right to employment before beginning work.
- All staff must submit a BSA Medical form to the Camp Medic upon arrival at Camp.
- Mail your application early. Interviews will be held as scheduled by the Camp Bowers leadership. E-mail Martin Clemmer (martin.clemmer@scouting.org) for an appointment. You will be notified when a decision for employment is made.

### PERSONAL INFORMATION

Name: \_\_\_\_\_ T-Shirt Size: \_\_\_\_\_  
First Middle Last

Present Address: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Best Contact Phone #: \_\_\_\_\_ Age on June 1<sup>st</sup>: \_\_\_\_\_

Highest Level of Education: \_\_\_\_\_ Major/Degree/Certificate: \_\_\_\_\_

### EMPLOYMENT RECORD

Have you ever been discharged or asked to resign from any job? \_\_\_\_\_

If yes, why? \_\_\_\_\_

PRESENT OR MOST RECENT EMPLOYER: May we contact your employer? \_\_\_\_\_ Phone #: \_\_\_\_\_

Name of Employer: \_\_\_\_\_

Address: \_\_\_\_\_

FROM: Month \_\_\_\_\_ Year \_\_\_\_\_ TO: Month \_\_\_\_\_ Year \_\_\_\_\_

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

Description of duties (indicate significant responsibilities, accomplishments and contributions):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reason for leaving: \_\_\_\_\_

\_\_\_\_\_

# CERTIFICATIONS

Type of Course/Certification	Certificate # State	Expiration Date
Medical _____	_____	_____
First Aid _____	_____	_____
CPR _____	_____	_____
Aquatics _____	_____	_____

BSA National Camp School: Section: \_\_\_\_\_ Date attended: \_\_\_\_\_  
Other (NYLT, LNT, NRA, CDL, etc.): \_\_\_\_\_

# SCOUTING EXPERIENCE

None: \_\_\_\_\_ Scouting Experience is NOT a requirement for employment.

Currently registered as: \_\_\_\_\_ Unit #: \_\_\_\_\_ Council: \_\_\_\_\_  
(Position)

	# Years	Highest Rank Attained	Offices Held
Boy Scout _____	_____	_____	_____
Explorer _____	_____	_____	_____
Adult _____	_____	_____	_____
Girl Scout _____	_____	_____	_____

Have you ever served on a camp staff (Including Staff Training Program)?

Camp	Dates	Positions
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Describe your Scouting activities and leadership experiences: \_\_\_\_\_  
\_\_\_\_\_

# OTHER INFORMATION

Describe your hobbies and special interests: \_\_\_\_\_

Describe any military service/experience: \_\_\_\_\_

Have you ever been convicted of a felony? \_\_\_\_\_ Misdemeanor? \_\_\_\_\_

If yes, explain: \_\_\_\_\_

# REFERENCES

List at least three (3) references who can expect to be contacted (name, address, and phone number). Scouts and Explorers MUST list their current Scout Leader as a reference.

Scouting: \_\_\_\_\_

School: \_\_\_\_\_

Employer: \_\_\_\_\_

Other: \_\_\_\_\_

Dates available for employment: \_\_\_\_\_

Salary Desired: \_\_\_\_\_/week (Note: room and board are provided as well as uniform t-shirts and hat).

Applicants are subject to background investigations, including criminal background checks.

In compliance with federal law, all persons hired will be required to verify their identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire.

## POSITION(S) APPLIED FOR

Number your preferences: 1, 2, 3, 4... Note minimum requirements in "( )" for each position.

<b>Senior Staff</b> <b>Over Eighteen (18) by June 1, 2020</b> <b>Over Twenty-One (21) for Certain Positions*</b>	<b>Junior Staff</b> <b>At least Fifteen to Eighteen (15-18) by June 1, 2020</b>
<p>_____ Aquatics Director*</p> <p>_____ Business Manager</p> <p>_____ Camp Cook</p> <p>_____ Trading Post Manager</p> <p>_____ Climbing Director</p> <p>_____ Camp Commissioner</p> <p>_____ Health Officer/Medic</p> <p>_____ Program Director*</p> <p>_____ Shooting Sports Director*</p> <p>_____ Area Director _____ (Area)</p> <p>_____ Trail to Adventure Director</p>	<p>_____ Archery Instructor (Must be at least 18)</p> <p>_____ Aquatics Instructor (Must be at least 16)</p> <p>_____ Climbing Instructor</p> <p>_____ Dining Hall Staff</p> <p>_____ Ecology Instructor</p> <p>_____ Office Staff</p> <p>_____ Scoutcraft / Trail to Adventure Instructor</p> <p>_____ Shooting Sports Instructor (Must be at least 18)</p> <p>_____ Skill Trades/ STEM Area</p> <p>_____ Handicraft Staff</p> <p>_____ Trading Post Staff</p> <p>_____ Quartermaster</p> <p>_____ Leadership/ Health &amp; Fitness Instructor</p>

### ADULT/SENIOR STAFF POSITIONS

**Camp Director:** Minimum age 21. Attends National Camp School. Hires the staff and oversees the operation of the entire camp, including administration.

**Program Director:** Minimum age 21. Attends National Camp School. Oversees all program staff and coordination of activities and schedules.

**Aquatics Director:** Minimum age 21. Attends National Camp School. Oversees the staff and operations of waterfront facilities which instructs all aquatics merit badges.

**Archery Instructor:** Minimum age 18. Teaches archery. Prior experience is preferred.

**Climbing Director:** Minimum age 21. Attends National Camp School. Trains and directs staff in the operation of a climbing and rappelling facility, both natural and artificial. Experienced climbers preferred.

**Commissioner:** Minimum age 18. BSA and camp background helpful. Maintains daily contact with troops, monitoring campsite inspections and solving programs. Leads Adult leader training.

**Health Officer/Medic:** Minimum age 18. Needs current EMT certification or higher. Handles all camp injuries and illnesses. Also, responsible for medication distribution when necessary.

**Ecology Director:** Minimum age 18. Attends National Camp School or has 2 years of college with a major in a related field. Directs staff who instructs a wide variety of merit badges from forestry to mammal study.

**Scoutcraft Director:** Minimum age 18. Has BSA background. Leads overnight trips and instructs in basic camping skills.

**Shooting Sports Director:** Minimum age 21. Attends National Camp School. Instructs youth in safety and marksmanship with .22 caliber rifles, shotguns and pistols.

**Trading Post Manager:** Manages inventories, retail sales and snack food services of the Trading Post.

### JUNIOR STAFF SALARIED POSITIONS

**Aquatics Instructor:** Minimum age 16. Assists with all aquatics merit badges, instructional swim and troop program hour activities.

**Camp Office Clerk:** Minimum age 15. Works with Camp Director and Program Director to complete all Camp Office tasks, including entering information about merit badge completion with online registration system.

**Dining Hall Steward:** Minimum age 15. Serves food, washes dishes and maintains clean kitchen and dining hall.

**Kitchen Staff:** Minimum age 15. Assists Cook with food preparation, washes dishes and maintains clean kitchen and dining hall.

**Merit Badge Instructor:** Minimum age 15. Teaches scouts the requirements for the merit badges in the following program areas: Handicraft, Nature, Scoutcraft, Leadership, Health & Fitness, Trail to Adventure (1<sup>st</sup> year camper).

**Quartermaster:** Minimum age 15. Issues camp equipment and assists in camp maintenance.

**Trading Post Staff:** Minimum age 15. Assists with trading post sales and maintains cleanliness of Trading Post.

### UNPAID STAFF POSITIONS

\_\_\_\_\_ **Counselor In Training Position (CIT):** Minimum age 14. Attends staff training week and then works a maximum of two weeks and learns the skills necessary to instruct merit badges and earn some merit badges while at camp.

**Please read carefully before signing:**

I attest with my signature below that I have given the Cape Fear Council, Boy Scouts of America, true and complete information on this application. No requested information has been concealed. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand that the results of any investigation may be disclosed to other employees involved in the hiring process and I consent to the dissemination of the results of any investigation to such employees. I authorize the Cape Fear Council, Boy Scouts of America, to contact references provided for employment reference checks. If any information I have provided is untrue, or if I have concealed material information, I understand that this will constitute cause for the denial of employment or immediate dismissal.

I understand that neither the completion of this application nor any other part of my consideration for employment establishes any obligation for the Cape Fear Council, Boy Scouts of America, to hire me. If I am hired, I understand that either the Cape Fear Council or I can terminate my employment at any time and for any reason. I understand that no representative other than the Scout Executive has any authority to enter into any agreement contrary to the foregoing or make any oral assurance or promise of continued employment.

I certify that the above information is correct to the best of my knowledge.  
(Misrepresentation is cause for termination.)

Applicant: \_\_\_\_\_ (Signature)                      Date: \_\_\_\_\_

If under 18:  
Parent/Guardian: \_\_\_\_\_ (Signature)                      Date: \_\_\_\_\_

Mail Application to: Cape Fear Council, Camp Staffing  
PO Box 7156  
Wilmington, NC 28406

Or Fax: (910) 395-0894