

Staff Expectations

All camp staff who work at the Cape Cod Sea Camps assume an important role in working with children. You are a leader, role model and even a "stand-in" parent, regardless of your position.

Our staff members are part of a valuable team with the collective goal of bringing the camp philosophy to life and helping children grow toward their fullest potential. Camp Staff members are selected on the basis of their skills, experience, professional work ethic and ability to serve as positive role models for children.

As a Camp Staff member you will:

- **Be enthusiastic and willing to be fully involved in the camp experience.** Remember, you will not only be around children, but will also be living the camp experience with them; let them know you enjoy it and are glad to be sharing it with them!
- **Create a positive, safe and supportive environment for all children.** Our focus at camp will always be on the children. Our campers are the reason we are at camp and it is important that you focus on the children's needs and provide patience, support, guidance and encouragement at all times.
- Respect the fact that our camps **provide a welcome environment for everyone.** You will need to respect individual differences in other staff members and in our campers.
- **Enjoy working in an out-door-setting.**
- Able to **supervise and interact with campers** during activities and free plan in a safe and purposeful manner.
- Act as **an appropriate role model for children through your actions, language, work habits and general conduct.** Camp may be fun and exciting, but it is also a real job, and as such you are expected to act in a professional manner.
- **Abide by the camp policies, procedures and guidelines** including those related to underage drinking and other drug use.
- **Be a team player!** Everyone at camp is important and camp cannot be successful unless everyone is working together. We focus on building positive communities at camp and you must set this example for the campers at all times.
- **Have experience working with children and/or skills related to a specific position.**
- Are **available for the entire season.** (For resident camp; be able to adjust to a 24 hour-a-day flexible schedule).
- **Resident and Days A-Way Counselors live in a cabin with children, are able to make a bed, clean and teach campers basic housekeeping skills**
- **Meet the minimum age requirement and essential job functions.**

If you are able to meet these expectations and are ready for a great summer experience then read on!

What We Give Our Staff

A summer camp job is a wonderful opportunity to gain useful skills, meet great people and have fun out of doors. What we give our staff members at our camps are:

- Opportunities to learn and develop new skills
- Professional job experience
- Comprehensive job training
- Support and feedback during employment
- A chance to work with staff from around the world
- Competitive salary (varies with camp and position)
- Room and board (Resident Camp or Days A-Way programs only)
- Staff uniform
- Fantastic Life Experience!

Ready to Apply?

If you are able to meet these expectations and are ready for a great summer experience then apply today!



CAPE COD SEA CAMPS

Staff Application

Resident and Day Camp

Telephone: (508) 896 3451 FAX: (508) 896-8272

e-mail: Info@capecodseacamps.com Web site: www.capecodseacamps.com

NAME _____

Last

First

Middle

(Nickname)

Check all that apply: Over 18 _____ Over 21 _____ Smoker _____ Non-Smoker _____

Home PO Box/Street Address _____

City _____ State _____ Zip _____

Home Telephone Number _____ Cell Number _____ e-mail _____

School/Business Address _____ Telephone _____

Street _____ City _____ State _____ Zip _____

Dates available for personal interview? _____ Times available for telephone interview? _____

Would you require housing for the summer? (Check one) Yes _____ No _____

EDUCATION

College/Grad School & Location	Major/Degree	Did you graduate?	Years Attended
_____	_____	_____	_____
_____	_____	_____	_____

EDUCATIONAL OR CAMP EXPERIENCE

Position	Organization	Employer	Address	Activities Taught	Dates
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

OTHER WORK WITH CHILDREN, EITHER SALARIED OR VOLUNTEER:

Position	Organization	Employer	Address	Dates
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

PAST EMPLOYMENT: Work history for previous five (5) years. You may include verified work performed on a volunteer basis.

Employer/Organization	Employer Name	Address & Telephone	Dates Employed	Reason for Leaving
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

REFERENCES: List 3 references from individuals not related- at least 2 work related. 3 Reference Forms are enclosed to provide to individuals who must complete and return to CCSC.

Name	Relationship/Occupation	Address	Dates Known	Telephone
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Position applying for at camp: _____ Salary Expected: _____

Became interested in CCSC through: _____

In order of preference, list age group to work/live with at camp: 4-5 _____ 6-7 _____ 8-9 _____ 10-11 _____ 12-13 _____ 14-17 _____

AMERICAN RED CROSS CERTIFICATES OR EQUIVALENT: Attach copies of any current certifications to application.

	Expiration Date		Expiration Date		Expiration Date
Lifeguard Training	_____	US Small Boat Instructor	_____	CPR	_____
LG Instructor	_____	CPR Instructor	_____	First Aid	_____
WSI	_____	First Aid	Instructor _____	Other	
Certificates	_____				

Mark a "1" next to those activities you can ORGANIZE and TEACH effectively by yourself; Mark a "2" for those activities you can ASSIST in teaching.

ARTS & CRAFTS	TEAM SPORTS	WATER SPORTS	SPORTS	PIONEERING
___ Basketry	___ Baseball	___ Sailing	___ Archery	___ Camp craft
___ Ceramics	___ Basketball	___ Competitive Sailing	___ B.B. Riflery	___ Fire Building
___ Copper Enamel	___ Field Hockey	___ Windsurfing	___ .22 Riflery	___ Outdoor Cooking
___ Drawing	___ Kickball	___ Swimming	___ NRA Instructor	___ Hiking
___ Handicrafts	___ Lacrosse	___ Synchro Swim	___ Low Ropes	___
Orienteering				
___ Jewelry Making	___ Soccer	___ Competitive Swim	___ Ropes Instructor	
___ Leather	___ Softball	___ Snorkeling	___ Tennis	NATURE
___ Macramé	___ Street Hockey	___ Lifeguarding	___ Bicycling	___ Marine Life
___ Nature Crafts	___ Volleyball	___ Canoeing	___ Golf	___ Fresh Water
___ Painting	___ _____	___ Kayaking	___ Group Games	___ Forestry
___ Pottery		___ Waterskiing	___ Track & Field	___ Environmental Ed
___ Silk-screening	DRAMA	___ Rowing	___ Fitness Training	
___ Weaving	___ Directing		___ Wrestling	MISCELLANEOUS
	___ Set Design	MUSIC	___ Jogging/Running	___ Cooking
	___ Skits	___ Song Leading	___ Judo/Karate	___ Newspaper Prod
PRACTICAL ARTS	___ Storytelling	___ Chorus		___ Fishing
___ Woodworking		___ Piano	DANCE	___ Creative Writing
		___ Guitar	___ Aerobic	___ Languages- (Specify)
PHOTOGRAPHY	CINEMATOGRAPHY		___ Jazz	
___ Digital	___ Film/Video		___ Modern	___ Juggling
___ Camp Year Book			___ Cheerleading	___ Special Events

List in order of preference the areas/activities you wish to teach or work in this summer.

1. _____ 2. _____ 3. _____

What would you consider to be your strongest personal asset in working with children? Please use attached sheet to answer this question if necessary.

Criminal Record:

- Do you understand we do CORI Checks (Criminal Background Checks) on all employees? YES ___ NO ___
- Do you understand we do SORI Checks (Sexual Offender) on all employees? YES ___ NO ___
- I authorize Cape Cod Sea Camps to request information from any law-enforcement agency, including police and sheriff departments of this state, other states or federal government, to the extent provided by state and federal, pertaining to any conviction(s) I might have had for violations of state or federal laws, including but not limited to convictions for crimes against children. YES ___ NO ___

Certification: (Please read carefully before signing.)

I hereby affirm that the information provided on this application (and any resume submitted) is true and complete. I understand that any false or misleading representations or omissions may disqualify me from further consideration for employment and may result in discharge if discovered at a later date. I understand that completion of this application does not assure me of a position with Cape Cod Sea Camps. I also understand that neither this application nor any other document constitutes a contract of employment for a specific term and that any employment relationship that may be established will be "at will" and may be terminated at any time, with or without cause, by me or Cape Cod Sea Camps. I understand that no representative of Cape Cod Sea Camps has any authority to enter into any agreement for employment with me contrary to the foregoing. I hereby authorize Cape Cod Sea Camps to investigate all information pertinent to my application in order to determine my qualifications for employment. I hereby authorize all persons and organizations having information relevant to my application to provide that information to Cape Cod Sea Camps and I hereby agree to hold harmless Cape Cod Sea Camps and all those providing information to it from any liability arising out of or as a result of the provision of use of such information. I understand that any offer of employment may be rescinded if my references are inadequate or unacceptable to Cape Cod Sea Camps.

Date _____ Signature _____ Print Name _____

It is unlawful in Massachusetts to require or administer a lie detector test as a condition of employment or continued employment. An employer who violates this law shall be subject to criminal penalties and civil liability.