



YMCA Hayo-Went-Ha Camps
919 N. East Torch Lake Drive
Central Lake, MI 49622
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2010 Application for Employment

(Please type or print)

I. Personal Information

Name _____ M ___ F ___ Birth date _____

Current Address _____
(Street) (city) (state) (zip)

Permanent Address _____
(Street) (city) (state) (zip)

Until what date can we mail to your current address? _____

Current Phone _____ Permanent Phone _____
(area code) number (area code) number

Cell Phone _____ Email address: _____
(area code) number

Social Security Number _____ License Number _____ State _____
(SSN and License number to be used to do criminal history and driving background checks)

Health Insurance Number _____ Carrier _____

Employment Desired: Positions Preferred (in order) are:

1. _____ 2. _____ 3. _____

Dates Available From _____ to _____

II. Education

Name and Location of School	Major Subjects studied.	Years attended	Graduation?	Degree, Diploma or Certificate and year Obtained.
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GENERAL

Please list subjects of further study or research work.

III. Program Skills

Rate your skill and leadership ability in the following areas on this scale of 1 - 5.
Circle the appropriate number:

- 1 no familiarity
- 2 limited exposure
- 3 competent level of personal skill
- 4 personal skills with some experience teaching/leading
- 5 comfortable with skill and able to organize total program.

Arts and Crafts

tie dying/batik	1 2 3 4 5
nature crafts	1 2 3 4 5
sketching	1 2 3 4 5
weaving	1 2 3 4 5
silk screening	1 2 3 4 5
woodcarving	1 2 3 4 5
lanyards	1 2 3 4 5
macramé	1 2 3 4 5
candle making	1 2 3 4 5
other _____	1 2 3 4 5

Nature

animals	1 2 3 4 5
astronomy	1 2 3 4 5
birds	1 2 3 4 5
conservation	1 2 3 4 5
flowers/trees	1 2 3 4 5
insects	1 2 3 4 5
biology	1 2 3 4 5
weather	1 2 3 4 5
ecology projects	1 2 3 4 5
other _____	1 2 3 4 5

Sports and Games

large group games	1 2 3 4 5
small group games	1 2 3 4 5
new games	1 2 3 4 5
volleyball	1 2 3 4 5
basketball	1 2 3 4 5
softball	1 2 3 4 5
soccer	1 2 3 4 5
mountain biking	1 2 3 4 5
other _____	1 2 3 4 5

Dramatics, Dancing and Music

campfire programs	1 2 3 4 5
group singing	1 2 3 4 5
storytelling	1 2 3 4 5
folk dancing	1 2 3 4 5
other _____	1 2 3 4 5

Camp Craft

hiking, backpacking/ mountaineering	1 2 3 4 5
survival skills	1 2 3 4 5
shelter building	1 2 3 4 5
fire building	1 2 3 4 5
outdoor cooking	1 2 3 4 5
lashing/knots	1 2 3 4 5
map and compass	1 2 3 4 5
extended overnight camping	1 2 3 4 5
creative dramatics	1 2 3 4 5
play directing	1 2 3 4 5
skits and stunts	1 2 3 4 5
guitar	1 2 3 4 5
other instruments specify _____	1 2 3 4 5
riflery	1 2 3 4 5
archery	1 2 3 4 5
other _____	1 2 3 4 5

Other

photography	1 2 3 4 5
chapel programs	1 2 3 4 5
ropes course	1 2 3 4 5
values oriented group discussion	1 2 3 4 5
intercultural activities	1 2 3 4 5
camp newspaper	1 2 3 4 5

Aquatics

swimming	1 2 3 4 5
fishing	1 2 3 4 5
kayaking	1 2 3 4 5
canoeing	1 2 3 4 5
sailing single sail	1 2 3 4 5
double sail	1 2 3 4 5
SCUBA	1 2 3 4 5
other _____	1 2 3 4 5

IV. Certificates Held

Please note all certifications you currently hold. Include expiration date. (Note: ARC = American Red Cross) **IMPORTANT:** Please include a copy of each certification you currently hold and remember to forward additional certifications as they are completed.

<input type="checkbox"/> ARC or YMCA Advanced Lifesaving	<input type="checkbox"/> ARC Canoeing Instruction
<input type="checkbox"/> ARC Water Safety Instructor	<input type="checkbox"/> ARC Sailing Instruction
<input type="checkbox"/> ARC or Heart Assoc. CPR	<input type="checkbox"/> ARC Boating Instruction
<input type="checkbox"/> ARC Standard First Aid	<input type="checkbox"/> MI State SAFE Food Handler's Permit
<input type="checkbox"/> ARC Wilderness First Aid	<input type="checkbox"/> NRA Riflery Certification
<input type="checkbox"/> ARC Wilderness First Responder	<input type="checkbox"/> Commercial Drivers License (CDL)
<input type="checkbox"/> State of Michigan Certified Health Officer	<input type="checkbox"/> Other _____

V. Employment History

(List below last four employers, starting with the most recent employment and work backwards).

Date Month & Year	Name and Address of Employer	Position	Reason for leaving
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VI. References

Please forward the enclosed reference forms to three individuals, NOT related to you, whom you have known at least a year. Instruct them to mail the completed forms directly back to the YMCA camp office as soon as possible.

Name	Relationship to Applicant	Contact Phone Number
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1. _____

2. _____

3. _____

VII. Please write a brief response to these questions on a sheet of paper:

- A) If you were a parent, what would you want your child to gain from a summer camp experience?
- B) What personal goals do you hope to accomplish by working at camp this summer?
- C) What makes you a great candidate for a HWH staff member position this summer?

VIII. General Information

1. Certain jobs have physical demands that include, but are not limited to: hiking, biking, canoeing, kayaking, sailing, swimming, walking long distances, carrying weight inside a backpack or with arms. You are expected to be able to carry out the duties that pertain to your job. Do you have any physical limitation(s), which would prevent you from engaging in any of these activities? Please explain.

2. Have you been convicted of any crime in the past seven years? Yes No

Explain: _____

Criminal convictions are not an absolute bar to employment and will only be considered in relation to specific job requirements.

3. Some aspects of your employment may involve driving a YMCA owned or rented vehicle. Is there any reason why you should not be considered for driving? Yes No

Explain: (DWI/OUI/Reckless Driving, etc.) _____

IX. Authorization and Understanding

In processing my application for employment, the State YMCA of Michigan, Hayo-Went-Ha Camps may verify all the information provided by me concerning my prior employment, military record, education, character, general reputation, personal characteristics, criminal record, driving record and mode of living.

I hereby authorize the State YMCA of Michigan to perform a thorough background check which includes, but is not limited to, obtaining any record of convictions from law enforcement agencies, driving records (if applicable) and requesting consumer reports from consumer reporting agencies.

I authorize and request that all of my present and former employers and those individuals I have listed as personal references furnish information about my employment record, including a statement of the reason for the termination of my employment, work performance, abilities, and other qualities pertinent to my qualifications for employment. I hereby waive any and all rights and claims I have regarding the employer, its agents, employees, or representatives, for seeking, gathering, and using such information in the employment process and all other persons, corporations, or organizations for furnishing information about me.

I certify that all the information in this application is true and complete without qualifications. Furthermore I understand and acknowledge that the State YMCA is entitled to rely on the representations made by me in the hiring process, and therefore, any misrepresentations or omissions of fact by me can result in immediate discharge if deemed appropriate by the State YMCA.

I also understand that if I am hired, I will be required to provide proof of identity and complete an I-9 (Employment eligibility verification form).

I certify that I have read, fully understand, and accept all terms of the above authorizations.

Applicants Signature: _____ Date: _____

Equal Opportunity Employer

The State YMCA is an equal opportunity employer. We consider all applicants without regard to race, color, religion, sex, national origin, age, marital or veteran status, the presence of non-job related handicap, or any other legally protected status.