



Holmes Presbyterian Camp and Conference Center  
 60 Denton Lake Road  
 Holmes, NY 12531  
 845-878-6383 office  
 845-878-7824 fax  
 www.holmescamp.org

## HOLMES PRESBYTERIAN CAMP AND CONFERENCE CENTER STAFF APPLICATION

### A. GENERAL INFORMATION

Because all the information requested is important, please be frank and honest. The questions are designed to give as complete a picture of the applicant as possible, and to assist us in selecting a well-balanced and properly diversified staff for Holmes. Acceptance will be based on the answers contained in this application, so please be thorough in filling it out.

Name \_\_\_\_\_ Name Called \_\_\_\_\_  
Last First Middle

Present temporary mailing address \_\_\_\_\_  
# & Street City & State Zip

Permanent mailing address \_\_\_\_\_  
# & Street City & State Zip

Permanent telephone (home) \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Present temporary phone \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Social Security # \_\_\_\_\_ Email address \_\_\_\_\_

**Holmes has both male and female campers, and because of our accreditation requirements, this job requires age and gender qualifications. Area Coordinators must be college graduates or have comparable post high school experience significant to camping. Counselors must have 1 year of college or post high school experience.**

Age as of July 1<sup>st</sup> \_\_\_\_\_ Birth date \_\_\_\_/\_\_\_\_/\_\_\_\_ Gender \_\_\_\_\_

**The camp is located in a wooded area, and this job requires employees to refrain from smoking when on campgrounds.**

Smoker \_\_\_\_\_ Non-Smoker \_\_\_\_\_ If hired, can you refrain from smoking at camp? \_\_\_Yes \_\_\_No

Number of brothers \_\_\_\_\_ Ages \_\_\_\_\_ Number of sisters \_\_\_\_\_ Ages \_\_\_\_\_

Are there any reasons you may have difficulty in performing any of the essential elements of this job? \_\_\_Yes \_\_\_No

If yes, please explain \_\_\_\_\_

In emergency notify \_\_\_\_\_ Relationship \_\_\_\_\_

Emergency work phone number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Emergency home phone number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

### B. EDUCATION

	SCHOOLS ATTENDED	DATE ENTERED	YEAR COMPLETED BY JULY 1st	DATE (YEAR) GRADUATED OR WILL GRADUATE	MAJOR SUBJECTS
HIGH SCHOOL					
COLLEGE					
GRAD. WORK					
SPECIAL TRAINING					

**C. COMMUNITY EXPERIENCE**

Clubs or Extracurricular Activities \_\_\_\_\_

Organizational Affiliations \_\_\_\_\_

Specialized training in (Child Care, Children/Adults with Special Needs, Etc.) \_\_\_\_\_

Church Affiliation \_\_\_\_\_ Pastor \_\_\_\_\_

Church Address \_\_\_\_\_

What is your intended vocation in life? \_\_\_\_\_

**D. WORKING EXPERIENCE AND REFERENCES**

IMPORTANT: From the choices below, you must furnish at least 3 references, with complete address (including zip). There must be a total of 3 - each reference should be from a different category, use the attached forms.

EMPLOYER OR NAME OF FIRM (Most Recent 1st)	POSITION & DUTIES	SUPERVISOR, EMPLOYER OR TEACHER'S NAME	COMPLETE ADDRESS (Street, City)	ZIP CODE	DATES WORKED
<b>AGENCY WORK (Scouts, Clubs, Etc.)</b>					
<b>CAMP EMPLOYMENT</b>					
<b>SCHOOL REFERENCES (Teacher, Coach, Etc.)</b>					
<b>OTHER REFERENCES</b>					

**E. GENERAL**

When are you available for an interview at Holmes Presbyterian Camp and Conference Center? \_\_\_\_\_  
 At what telephone number can you be reached to set up this interview? \_\_\_\_\_  
 What are your hobbies? \_\_\_\_\_

**F. SKILLS**

CERTIFICATIONS	X IF YES	EXPIRATION DATE	CERTIFICATIONS	X IF YES	EXPIRATION DATE
Water Safety Instructor			ACA Outdoor Living Skills		
Advanced Life Saving			Community CPR		
Lifeguard Trainer			Archery		
Lifeguard			Aquatic School		
Standard First Aid			Small Craft Instructor		
Advanced First Aid			Basic Canoeing		
Driver's License? yes ___ no ___ State ___ Exp. Date _____			Chauffeur's License? yes ___ no ___ State ___ Exp. Date _____		
Other Certifications					
Boy/Girl Scout Certifications (Please identify)					

Check this list, placing an (x) after those skills which you have ability and experience to assist in teaching. Then recheck, placing a double (xx) after those which you can teach. *BE CERTAIN BEFORE CHECKING.*

**CAMPING:**

Cookouts  
 Backpacking  
 Fire Building  
 Tent Pitching  
 High Ropes Course  
 Other: \_\_\_\_\_

Trail Cooking  
 Hiking  
 Map Making  
 Shelter Building

**DRAMATICS:**

Creative dramatics  
 Puppets  
 Choral Reading  
 Other: \_\_\_\_\_

Costume & make-up  
 Story Telling  
 Pageantry-Carnival-Circus

**RELIGIOUS:**

Planning worship services  
 Bible Studies  
 Creative Writing  
 Other: \_\_\_\_\_

Conducting services  
 Role Play  
 Discussions

**MUSIC:**

Song Leading  
 Toy Orchestra  
 Folk Singing  
 Echo Sing  
 What musical instrument do you play? \_\_\_\_\_  
 Will you bring it to camp? \_\_\_\_\_  
 Other: \_\_\_\_\_

Choir  
 Rhythm Bank  
 Camp Band

**DANCING:**

Folk American  
 Interpretive  
 Other: \_\_\_\_\_

Folk International

**MISCELLANEOUS:**

Group Discussions  
 Operate Video Camera  
 Photography  
 What software do you know? \_\_\_\_\_

Indian Lore  
 Lead Group Games  
 Computer

**NATURE LORE & SCIENCE PROJECTS:**

Birds  
 Flowers  
 Conservation  
 Meteorology  
 Trees & Forestry  
 Treasure/Scavenger Hunts  
 Other: \_\_\_\_\_

Astronomy  
 Animals  
 Insects  
 Rocks  
 Reptiles

**ARTS & CRAFTS:**

Ceramics  
 Whittling  
 Puppets  
 Drawing  
 Leather Work  
 Metal Crafts  
 Other: \_\_\_\_\_

Beadwork  
 Block Printing  
 Nature Crafts  
 Basketry  
 Weaving  
 Painting

Would you like to work on the maintenance staff? \_\_\_\_\_  
 Would you like to work in the kitchen? \_\_\_\_\_

Would you like to work with special needs children? \_\_\_\_\_

CAMPS YOU HAVE ATTENDED
<b>Name of Camp Attended</b> <b>Location</b> <b>Director</b> <b>Year(s) Attended</b>

**G. HOW WOULD YOU RATE YOURSELF?**

**DO YOU RADIATE:**

- good cheer
- sympathy
- kindness

**ARE YOU:**

- a good listener
- a good communicator
- usually dependable

**DO YOU (POSSESS ABILITY TO):**

- inspire confidence
- make friends
- meet people with ease
- be punctual
- enjoy good health
- work well with others
- create favorable impressions
- have a good memory
- learn quickly

**H. GENERAL INFORMATION (Attach another sheet if necessary.)**

Describe your previous camping experiences (both as camper and counselor).

Describe any other group work you have done with children or adults other than camping.

Describe your faith journey.

State why you want to work at the Holmes Presbyterian Camp and Conference Center.

In maintaining a program of such activities and services that will contribute to the child's physical, mental, social & Christian growth, responsibilities of Holmes Presbyterian Camp and Conference Center are serious and exacting. Your signature to this application indicates: (1) Your willingness to give your best efforts & abilities to achieving Holmes' purposes and (2) That the statements are true and complete to the best of your knowledge. (Any false statements will be grounds for dismissal.)

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**(If hired, you will be asked for, a copy of your driver's license, and a current photo. You will need to fill out a Health History Form. You will also be asked to fill out & sign a Voluntary Disclosure Statement that contains previous addresses, and statements concerning any prior convictions for sexual, assault and battery, or pornography crimes involving minors or other persons. Acceptance of a contract also implies consent for a criminal background check.)**