



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) _____ - _____ - _____ Secondary 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. Background checks will be a part of the application process and the following information will be used only for that activity.

Age as of July 1st _____ 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

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

Organizational Affiliations _____

Specialized training in : _____

Church Affiliation _____ Pastor _____

Church Address _____

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
AGENCY WORK (Scouts, Clubs, Etc.)					
CAMP EMPLOYMENT					
OTHER REFERENCES					

E. SKILLS

CERTIFICATIONS	X IF YES	EXPIRATION DATE	CERTIFICATIONS	X IF YES	EXPIRATION DATE
American Red Cross Certs			Office Skills		
Standard First Aid					
Responding to Emergencies					
Driver's License? yes ___ no ___ State _____ Exp. Date _____			CDL? yes ___ no _____ State _____ Exp. Date _____		
Other Certifications					

CAMPS YOU HAVE ATTENDED	
Name of Camp Attended Location Director Year(s) Attended	

F. 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

G. GENERAL INFORMATION (Attach another sheet if necessary.)

Describe your previous employment experiences.

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. As part of the application process you will 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. Completion of this form implies consent for the Presbyterian Conference Association to conduct a background check.)