



**Summer Camp Staff Application**  
394 Floods Drive, Spring Grove, VA 23881  
Phone: 888-7CHANCO Fax: 757-294-0727

PLEASE PRINT ALL INFORMATION REQUESTED EXCEPT SIGNATURE

Name: \_\_\_\_\_ Email Address: \_\_\_\_\_  
*Last First Middle Maiden*

Current Address: \_\_\_\_\_ Until: \_\_\_\_\_  
*Number Street City State Zip*

Permanent Address: \_\_\_\_\_ How Long: \_\_\_\_\_  
*Number Street City State Zip*

Telephone: ( \_\_\_\_ ) \_\_\_\_\_ Cell Phone: ( \_\_\_\_ ) \_\_\_\_\_

Date of Application: \_\_\_\_\_

Position Desired : \_\_\_\_\_ Second Choice: \_\_\_\_\_

Age at start of camp (June 15): \_\_\_\_\_ Birth Date: \_\_\_\_\_

Do you attend an Episcopal Church? Yes / No

Name of Church: \_\_\_\_\_ City: \_\_\_\_\_

**EDUCATION:** List schools attended in order, starting with the most recent:

	Name of School	Location	Major & Degree	Yrs. Completed
High School				
College				

Do you have a valid driver's license? YES / NO State: \_\_\_\_\_ License #: \_\_\_\_\_ Expires: \_\_\_\_\_

Have you had any moving violations during the past three years? \_\_\_\_\_ How Many? \_\_\_\_\_

**REFERENCES:** (Please list three references including 1 relative and at least 1 direct supervisor/previous employer, paid or volunteer).

Name	Relationship	Address	Phone	Email

**CAMPING EXPERIENCE:** Include experience as camper, trainee, staff, or other positions.

Position	Camp	Location	Dates	Supervisor/Reference

List any certifications you hold and the expiration dates. (i.e. WSI, CPR, First Aid, EMT, RN, etc.)

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

**WORK EXPERIENCE:** Please list your work experience beginning with your most recent job held.

<b>1. Employer's Name:</b> _____	<b>Job title:</b> _____
<b>Address:</b> _____	<b>Dates employed :</b> _____
<b>Phone number :</b> _____	<b>Reason for leaving:</b> _____
<b>Supervisor/reference:</b> _____	

<b>2. Employer's Name:</b> _____	<b>Job title:</b> _____
<b>Address:</b> _____	<b>Dates employed :</b> _____
<b>Phone number :</b> _____	<b>Reason for leaving:</b> _____
<b>Supervisor/reference:</b> _____	

<b>3. Employer's Name:</b> _____	<b>Job title:</b> _____
<b>Address:</b> _____	<b>Dates employed :</b> _____
<b>Phone number :</b> _____	<b>Reason for leaving:</b> _____
<b>Supervisor/reference:</b> _____	

<b>4. Employer's Name:</b> _____	<b>Job title:</b> _____
<b>Address:</b> _____	<b>Dates employed :</b> _____
<b>Phone number :</b> _____	<b>Reason for leaving:</b> _____
<b>Supervisor/reference:</b> _____	

Describe any and all work experience involving groups of children. Indicate ages of children and whether you have led, assisted, or participated.

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Have you ever been convicted of child abuse or a crime involving actual or attempted sexual molestation of a minor? YES / NO If so, please explain.

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Has any formal or informal charge, claim, or complaint ever been made that you engaged in inappropriate sexual behavior? YES / NO If so, please explain.

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Are there any reasons you may have difficulty in performing any of the essential elements of the job for which you have applied? YES / NO If so, please explain.

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What is your concept of a staff member's responsibility in a residential camp setting?

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What contributions do you think you could make at camp?

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Share any other information about yourself that you think might be helpful as hiring decisions are made.

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On a separate sheet of paper, please write a brief biographical sketch of yourself, including specialized training in camping, and experience or training in other fields that might have a bearing on the positions for which you are applying.

If hired, would you desire or need housing for person(s) other than yourself or pets at camp? YES / NO

If hired, what size staff shirt do you require? S      M      L      XL      XXL

*I certify that the information contained in this application is correct to the best of my knowledge. I understand that to falsify information is grounds for refusing to hire me, or for discharge should I be hired.*

*I authorize any person, organization or company listed on this application to furnish you any and all information concerning my previous employment, education and qualifications for employment. I also authorize you to request and receive such information.*

*In consideration for my employment, I agree to abide by the rules and regulations of Chanco on the James, which rules may be changed, withdrawn, added or interpreted at any time, at Chanco's sole option and without prior notice to me. I also acknowledge that my employment may be terminated, or any offer or acceptance of employment withdrawn, at any time, with or without cause, and with or without prior notice at the option of Chanco or myself.*

Signature \_\_\_\_\_

Date \_\_\_\_\_

Parent/Legal Guardian Signature \_\_\_\_\_  
(If applicant is under 18 years of age)

Date \_\_\_\_\_

Chanco on the James • 394 Floods Drive, Spring Grove, Virginia 23881 • 888-7CHANCO • [www.chanco.org](http://www.chanco.org)

## Background Screening Consent and Release

Applicant should complete all relevant information and sign and date the form.

I, \_\_\_\_\_, hereby authorize Chanco on the James and/or its agents to make an independent investigation of my background that may include: references, character, past employment, education, credit history (if applicable for position), adult criminal or police records, and motor vehicle records including those maintained by both public and private organizations and all public records for the purpose of confirming the information contained on my Application and/or obtaining other information which may be material to my qualifications for service now and, if applicable, during the tenure of my employment or service with Chanco on the James.

I release Chanco on the James and its agents and any person or entity, which provides information pursuant to this authorization, from any and all liabilities, claims or law suits in regards to the information obtained from any and all of the above referenced sources used. The following is my true and complete legal name and all information is true and correct to the best of my knowledge:

Full Name (Printed)\_\_\_\_\_

Maiden Name or Other Names Used\_\_\_\_\_

Social Security Number:\_\_\_\_\_ Date of Birth\*: \_\_\_\_/\_\_\_\_/19\_\_\_\_

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

City\_\_\_\_\_ State\_\_\_\_\_ Zip\_\_\_\_\_

How Long at Present Address?\_\_\_\_\_

Former Address\_\_\_\_\_

City\_\_\_\_\_ State\_\_\_\_\_ Zip\_\_\_\_\_

How Long at Former Address?\_\_\_\_\_

Please list all states and counties of residence since turning age 18:

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

(Please circle any of the following states in which you have lived: CA, CO, DE, LA, MA, SD, VT, WV, WY)

Driver's License Number: \_\_\_\_\_ State of License: \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant / Date

\*NOTE: The above information is required for identification purposes only, and is in no manner used as qualifications for employment, internship, or service as a volunteer. Chanco on the James abides by all applicable state and federal employment laws.