



Camp Puh'tok

Personnel Office
17433 Big Falls Road
Monkton, MD 21111
(410) 329-6590

Office Use Only	
Date Rec'd	_____
Refs	_____
Notes	_____

COUNSELOR APPLICATION

PLEASE READ BEFORE COMPLETING THIS APPLICATION

This organization does not discriminate in the recruitment, hiring, and conditions of employment on the basis of race, color, religion, national origin, sex, marital status, disability, age, or veteran status. No question on this application is intended to secure information to be used in a discriminatory manner. Your completed application will be reviewed carefully; but it receipt does not imply that you will be employed. Employment consideration necessitates that you meet all minimum qualifications required for the position for which you are applying.

Date of Application _____

Social Security No. _____

Name _____
(Last) (First) (Middle)

Current Address Good Until _____

Permanent Address

Street _____

Street _____

City _____

City _____

State _____ ZIP _____

State _____ ZIP _____

Phone (_____) _____

Phone (_____) _____

Email _____

School (if applicable) _____ Major or Field _____

High School 1 2 College 1 2 3 4 Grad School 1 2 3

(Circle the number indicating level of education at the end of the current academic year)

Are you age 18 or older? YES NO

Camp Experience (camper or staff) _____

Motive for your interest in employment at Camp Puh'tok:

www.camppuhtok.com • 410.329.6590
17433 Big Falls Road, Monkton, MD 21111



Through whom or how did you become interested in employment at Camp Puh'tok?

What experience do you have working with children?

Realizing that a camp staff member is responsible for the welfare of campers, please make a statement relative to what you think your responsibility to the campers would be?

Have you had experience leading groups during the year? _____ Comment: _____

List 2 heroes you have and explain.

List 5 words people would use to describe you.

Have you had any criminal convictions for child abuse, sex-related crimes or any felony? YES NO

If YES, please explain. _____

Available to work from _____ to _____

Use of illegal drugs is prohibited while employed by the Camp Puh'tok. The use of alcoholic beverages at camp is prohibited and limited to those age 21 and older during time off. Violation of these rules can lead to termination.

Camp Puh'tok also emphasizes the necessity of proper rest and maintaining good personal habits of conduct, grooming, and hygiene. **Are you committed to abide by** our expectations regarding these issues?

YES _____ NO _____

Activity Experience

Please rank the following activities with a "1" for highly skilled to teach and create a lesson plan, a "2" for enough knowledge to co-teach with another instructor.

COUNSELOR POSITIONS

- _____ Archery
- _____ Arts & Crafts
- _____ Canoeing
- _____ Field / Informal Games
- _____ Field Hockey
- _____ Fishing
- _____ Flag Football
- _____ Frisbee (ultimate, golf)
- _____ Native American Crafts
- _____ Pioneering Skills
- _____ Kayaking
- _____ Lacrosse
- _____ Lifeguarding
- _____ Music (instrument, singing)
- _____ Outdoor Living Skills (nature, orienteering, forestry)
- _____ Overnight Camping
- _____ Riflery (air rifles/.22s)
- _____ Ropes Challenge (belaying, climbing, equipment, team-building)
- _____ Soccer
- _____ Softball
- _____ Storytelling
- _____ Swim Instruction
- _____ Volleyball
- _____ Horseback Riding
- _____ Bicycling
- _____ Other _____

Please list any current general certifications or certifications related to the listed activities:

_____ Expires _____

_____ Expires _____

_____ Expires _____

_____ Expires _____

Of these activities which do you feel you can best instruct. Please explain your past experience.

1. _____

Past Experience _____

2. _____

Past Experience _____

3. _____

Past Experience _____

4. _____

Past Experience _____

Other Skills not listed _____

Personal References

Please include an immediate family member as reference. **INCLUDE COMPLETE ADDRESS**

Name	Address and Phone Number	Company, Address, and Phone Number	Position	How Long Known

Work history

Please list your most recent employers

Name	Company	Address	Phone Number	Position

PLEASE READ CAREFULLY BEFORE SIGNING

To the best of my knowledge, I have answered all questions honestly and factually. I authorize Camp Puh'tok to contact former employers and references and understand that all information so gathered is confidential.

I hereby certify that the information provided on this application is accurate to the best of my knowledge and subject to verification by Camp Puh'tok. I authorize the schools, persons, previous employers, agencies, and other organizations named in this application to provide Camp Puh'tok (its authorized employees, agents, or representatives) with any relevant information that may be required to arrive at an employment decision and hereby release any such schools, persons, employers, agencies, and organizations from any and all liability which they might otherwise incur as a result. I understand that any misrepresentation or omission of a material fact on my application may be justification for refusal of employment.

In the event that I am employed, I understand that all employees are subject to termination at the discretion of the administration. If, in the event I choose to voluntarily terminate my employment, I am free to do so at any time, and, if I choose to give proper notice of termination, the association may either permit me to continue my employment during the notice period or my accept my resignation immediately.

I understand that, in the event I am employed by Camp Puh'tok, my compensation, hours of employment and all other terms and conditions of employment are subject to modification or change at the discretion of the administration.

I authorize Camp Puh'tok to supply my employment record, in whole or in part, and in confidence, to any prospective employer, government agency, or other party, with a legal and proper interest.

In the event of my employment, I will comply with all rules and regulations as set forth in the policy manual or other communications distributed to employees, and understand a condition of my continued employment will be my compliance with the controlled substance abuse and testing policy.

I further understand that it is Camp Puh'tok's policy to secure conviction criminal history information as a part of the pre-employment screening process.

I understand that completion of this form does not guarantee consideration for employment unless I meet all stated minimum qualifications required of the position for which I am asking to be considered.

I have read the above statement and accept the same as a condition for my employment with Camp Puh'tok.

Signature _____ Date _____