



# Jameson Camp

## Returning Staff Application

2001 Bridgeport Road  
Indianapolis, IN 46231  
317-241-2661 x14  
Fax: 317-241-2762

E-mail: [tim@jamesoncamp.org](mailto:tim@jamesoncamp.org)  
Website: [www.jamesoncamp.org](http://www.jamesoncamp.org)

Be sure to check out the Joblistings! There are new salary ranges, with increases for many of our positions!

Today's Date: \_\_\_\_\_

### PERSONAL INFORMATION

\_\_\_\_\_  
Last Name First Name Middle Initial

\_\_\_\_\_  
Home Address City State Zip Phone

\_\_\_\_\_  
School Address City State Zip Phone

\_\_\_\_\_  
E-mail Address

By June 1, will you be over 18 years old?  YES  NO Will you be over 21 years of age?  YES  NO

Have you ever been convicted of a crime?  YES  NO  
If yes, please describe: \_\_\_\_\_

\_\_\_\_\_  
(A "yes" answer does not automatically disqualify you from employment. Upon receiving the information, all details will be considered.)

Dates available for summer employment: From \_\_\_\_\_ To \_\_\_\_\_

### INFORMATION RELEASE

I have applied for employment at Jameson, Inc. by completing this application form. I understand that employees of Jameson, Inc. may wish to contact my former employers, teachers, and references as indicated on the application to inquire about my past work record and characteristics as they relate to the position for which I am applying. I hereby allow Jameson, Inc. agents to make reference checks and background checks as pursuant to this application. I understand that the purpose of this inquiry will be to obtain information so that my qualifications will be reviewed, evaluated, and considered. In signing this waiver, I expressly authorize Jameson, Inc. agents to make these inquiries. This information will be kept confidential.

\_\_\_\_\_  
Signature Date

### EDUCATION

Please list the most recently attended school first.

School Attended	Years of Attendance	Course of Study	Degree Awarded

Courses taken in camping, leadership, education, psychology, social work or related field:  
\_\_\_\_\_

**WORK HISTORY**

Please list the two most recent jobs you have held.

Employer	Position	Dates of employment	Supervisor	Reason for Leaving

**LICENSES AND CERTIFICATIONS**

Please list any current licenses or certifications that you hold, including driver’s license, CPR, First Aid, or lifeguarding certifications, etc. and include a copy with this application.

Driver’s License Number	State	Renewal Date

  

Certification	Renewal Date

**JOB INFORMATION**

Please Indicate position(s) and program areas for which you are applying by ranking your 1<sup>st</sup>, 2<sup>nd</sup>, & 3<sup>rd</sup> choices. Note that all Cabin Counselors are also instructors for an activity area.

Please be sure to read and reference the **Joblisting** before making position or camp specialization selections

**Leadership Staff**

	Families & Communications Manager
	Cabin Life Coordinator
	Activities Program Manager
	Cabin Life Manager

**Youth Leadership Staff**

	Youth Leadership and CIT Program Manager
	ACE Program Coordinator
	CIT Program Coordinator

**Cabin Staff/Activity Leaders**

	Cabin Counselor/Pool Supervisor
	Cabin Counselor/Extreme Camp Instructor
	Cabin Counselor/Culinary Arts Instructor
	Cabin Counselor/Recreation Instructor
	Cabin Counselor/Art Expressions Instructor
	Cabin Counselor/Outdoor Education Instructor
	Cabin Counselor/Archery Instructor
	Cabin Counselor/Journalism Instructor
	Senior Counselor
	Junior Counselor/Support Staff

**Specialty Areas**

	Challenge Course Manager
	Pool Supervisor
	Wellness Coordinator
	Health Supervisor
	Assistant Health Supervisor / _____
	Assistant Health Supervisor
	Food Service Manager
	Assistant Food Service Manager
	Food Service Specialist

**Camp Specialization (mark with an X)**

	Camp Conservation
	Get Caught Reading
	Arts Programming
	Staff Motivation
	Adventure Programming

Are you willing to work with children and staff of all racial, ethnic and socioeconomic backgrounds?  Yes  No

Jameson is a tobacco free facility. Are you willing to refrain from the use of tobacco products while on Jameson property?  Yes  No

Are there any reasons you may have difficulty in performing any of the essential elements of the position(s) for which you have applied? (If yes, please explain on a separate sheet of paper.)  Yes  No

**Please answer the following questions in one or two paragraphs each. Your careful thought and response is appreciated.**

1. Why work at Jameson THIS summer? What factor(s) has most strongly influenced your decision to apply to return?
2. Describe the ideal position at camp for you. What makes it *perfect* for you? How does it fit well with your strengths & skills?
3. When you decided that you wanted to return this summer, what did you hope you would get out of this summer that will be different from any other summer you have worked at Jameson? What would you like to get out of this summer that is the same as previous summers?
4. Do you have any new plans or ideas that you would like to try at camp this summer? Or, ideas for how to improve the camp experience that our campers receive this summer? Please tell us about any thoughts you have.

*Jameson Camp's Hiring Policies, in full, are available upon request.*

Thank you for applying!

I certify that my answers to the preceding questions are true and complete and that I have not knowingly withheld any information which might, if disclosed, affect my application unfavorably. I understand that any misrepresentation or omission of facts on this application will be cause for rejection of this application or dismissal after employment, regardless of the time of discovery by Jameson, Inc. I also understand that previous employment by Jameson, Inc. does not guarantee re-employment by Jameson, Inc.

I understand that this application and any other Jameson, Inc. documents are not contracts of employment. I understand that any oral or written statements to the contrary are hereby expressly disavowed and should not be relied upon by any prospect or existing employee. I understand and acknowledge that my employment is at will and that any individual who is hired may voluntarily leave employment and that Jameson, Inc. has the right to terminate employment at any time, for any reason, with or without cause, with or without notice.

I also understand that employment is subject to verification of references, prior employment history, physical examination and satisfactory completion of a probationary period. By signing this application, I authorize Jameson, Inc. to make investigation of all statements herein and release Jameson, Inc. and all others from liability in connection with the same.

I acknowledge that upon hire I must present the original documents needed to complete an Employment Eligibility Verification, Form I-9 in compliance with federal law. I understand that this is required of all new employees regardless of their citizenship status and that my failure to present original documents and complete the I-9 form will result in termination of my employment.

Application retained for one (1) year. All statements become part of any future employee personnel files.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**TESTING:** I understand that Jameson, Inc. will require me to take a test to determine whether I use controlled substances and the receipt of a negative report is an additional condition of any job offer. This test will be done at a facility designated by and at the expense of Jameson, Inc.

I hereby consent to the drug test and agree to follow the necessary procedures to complete such tests to the satisfaction of the drug testing organization.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**We appreciate your interest in a position at Jameson Camp!**

Please return application to Jameson Camp, Attn: Director of Camp Operations,  
2001 Bridgeport Road, Indianapolis, IN 46231  
Fax: 317-241-2762  
[tim@jamesoncamp.org](mailto:tim@jamesoncamp.org)