



Camp Jack Hazard

PO Box 192491
San Francisco, CA 94119
(209) 965-7CJH

Camp Jack Hazard

2012 Employment Application

(for paid and volunteer positions)

Welcome to Camp Jack Hazard! We are happy that you are interested in working at such a wonderful place. Every year CJH staff is made up a group of dedicated and hard-working people who share an interest in exploring the outdoors with a diverse group of youth. Since CJH is a residential camp, all staff lives at CJH during the session. Application materials should be printed and sent in via postal mail or scanned and emailed. If you wish to complete the application electronically, please be sure to sign and date the last page as indicated. If you have any questions about CJH, employment opportunities or the application process please feel free to email us at campjackhazardadventures@gmail.com.

2012 Calendar

- 2/29: Camp Director Applications Due!
 - 3/30: Staff Applications Due!! (all other positions)
 - 3/30-4/28: Individual Interviews
 - 4/28: All Staff Group Interview
 - Weekends beginning in early May, weather permitting: Work Weekends
 - 6/17-6/22:** Leader's Week – mandatory for all staff
 - 6/23-6/30:** Resident Session I,
LIT Session I (A)*
 - 6/30-7/6:** LIT Session I (B)*,
LIT Session II (A),
Rookies Session I (through 7/3),
Rookies Session II (beginning 7/3)
 - 7/6-7/13:** Resident Session II,
LIT Session II (B)
 - 7/13-7/15:** Davis Family Camp – Program Staff and volunteer staff needed
 - 7/21-7/28:** Camp Saint Andrew's – Program Staff and volunteer staff needed
 - 8/3-8/5:** Alumni Weekend – Program Staff and volunteer staff needed
 - 8/10-8/12**:** Second Davis Family Camp
- *LIT (A) = first week of program, LIT Training. LIT (B) = second week of program, in-cabin experience
** These Second Davis Family Camp dates are being advertised, but are dependent on registration

Important for All Staff

In 2012, camper pick-ups and drop-offs will be conducted on the same day. As a result, all staff will be scheduled time off during the session week. Consideration will be given for schedule requests and time-off buddy requests.

Mission Statement

of Camp Jack Hazard and The Jack and Buena Foundation

The Jack and Buena Foundation, through Camp Jack Hazard, is building a new generation of leaders by providing summer camp and wilderness adventure experiences for youth from the Central San Joaquin Valley and northern California more broadly. We provide safe but challenging adventure-based education to build character and self-reliance in youth. We make camping fun to connect young people with the outdoors and foster environmental stewardship.

The Jack and Buena Foundation manages operations at the Camp Jack Hazard in the high Sierras and is committed to providing scholarships for underserved youth so that camping experiences will be accessible to all members of the community. The Jack and Buena Foundation is also committed to building a community of Camp Jack Hazard alumni and foster connections with the local communities served by Camp Jack Hazard.

Expectations of All Staff (paid and volunteer)

All CJH staff are expected to

- Make the growth and development of campers their central focus for the course of the summer
- Provide staff, campers and visitors with a cheerful, comfortable and non-discriminatory environment where everyone feels free to grow and be themselves.
- Act as positive role models at all times – foster positive interactions with all staff and campers
- Safely and constructively encourage adventure and risk!
- Appreciate, understand and enthusiastically share the value of a relationship with nature
- Encourage open and honest communication
- Abstain from the use of drugs or alcohol while on camp premises – coming onto CJH property under the influence will result in immediate termination

PERSONAL INFORMATION		
First Name:	M.I.	Last Name:
Home Address:	City State, Zip: ,	
Primary Phone: () -	Secondary Phone: () -	
Email Address:	Birthdate: / /	SSN#: - -
List other Cities and States Where you have Worked:		
City:	State:	From / / To / /
City:	State:	From / / To / /
City:	State:	From / / To / /
Are you available to work during the school year? YES <input type="checkbox"/> NO <input type="checkbox"/>		
Will you require a work permit? YES <input type="checkbox"/> NO <input type="checkbox"/>		
If hired, will you be able to provide proof of eligibility to work in the United States? YES <input type="checkbox"/> NO <input type="checkbox"/>		
Have you ever been convicted of a criminal offense (other than a minor traffic violation)? YES <input type="checkbox"/> NO <input type="checkbox"/>		
If yes, please explain:		
If yes, please attach an explanation, providing the date and place of each offense, the specific charges, the date and place of conviction and the fine or sentence received. The following need not be reported: (1) minor traffic violations for which the fine was \$100 or less; (2) any offense two years or older settled in a juvenile court or under a welfare youth offender law; (3) any incident that has been sealed under Welfare and Institution Code Section 781, or Penal Code Section 120.45; (4) marijuana-related offenses that are more than two years old. Please be advised that being convicted of any criminal offense does not necessarily disqualify you for employment eligibility. If you have any questions, please to not hesitate to call Camp Jack Hazard's Personnel Chair, Emily Peck at (209) 965-7CJH.		
APPLICATION INFORMATION		
<i>Positions for which you are applying, in order of preference</i>		
1.	2.	3.
Why would you like to work at CJH this summer?		
<i>Previous experience work at CJH or other summer camp – please list camp experience, either as a camper or a staff member</i>		
<i>Position</i>	<i>Camp & Director</i>	<i>Summer Of</i>
AVAILABILITY –Please check all events and sessions for which you are available		
<i>Please see calendar on page ** for more details</i>		
<input type="checkbox"/> 4/28: All Staff Group Interview	<input type="checkbox"/> 6/23-6/30: Resident Session I, LIT Session I (A)*	
<input type="checkbox"/> May – June Work Weekends (please “check” if you plan to attend any of the work weekends. Details to follow	<input type="checkbox"/> 6/30-7/6: LIT Session I (B)*, LIT Session II (A), Rookies Session I (through 7/3), Rookies Session II (beginning 7/3)	
<input type="checkbox"/> 6/17-6/22: Leader’s Week	<input type="checkbox"/> 7/6-7/13: Resident Session II, LIT Session II (B)	
<i>Program Staff and Volunteers only – no paid counselor positions available</i>		
<input type="checkbox"/> 7/13-7/15: Davis Family Camp	<input type="checkbox"/> 8/3-8/5: Alumni Weekend	
<input type="checkbox"/> 7/21-7/28: Camp Saint Andrew’s	<input type="checkbox"/> 8/10-8/12**: Second Davis Family Camp	

CERTIFICATIONS - Place an "X" next to your current certifications which will be valid through 10/1/12. Put an "E" next to the that you expect to have completed by 6/17/12. Please attach photocopies of any current certifications to your application.

If you are offered employment at Camp Jack Hazard as a counselor, you must obtain Wilderness First Aid and CPR, for adults and children. For all other positions, Basic First Aid and CPR, for adults and children, is sufficient. Wilderness First Aid is recommended for all, as is any other advanced lifesaving certifications. We are always in need of lifeguards, so this is another certification that is highly recommended! Having such certifications can make you a more desirable candidate! Depending on interest and availability, we may be able to provide Wilderness First Aid during Leaders' Week.

Only cabins who have a waterfront-certified lifeguard present will be permitted to go swimming in the backcountry! This can make trips much more fun for everyone, so this certification is recommended for Counselors and LIT Directors.

Basic 1 st Aid (REQUIRED)	CPR (REQUIRED)	YMCA or Red Cross Life Guard
Title 22 (Waterfront Life Guard)	EMT (Please specify)	WFA
WAFA	WFR	WEMT
CA Class B Driver's License	LIT Graduate	Others (Please Specify)

SKILLS ASSESSMENT I – Please mark any subjects in which you feel you have significant experience

<input type="checkbox"/> Aquatics	<input type="checkbox"/> Backpacking	<input type="checkbox"/> Nature Study	<input type="checkbox"/> Song Leading
<input type="checkbox"/> Arts & Crafts	<input type="checkbox"/> Game Organizing	<input type="checkbox"/> Rappelling	<input type="checkbox"/> Story Telling
<input type="checkbox"/> Astronomy	<input type="checkbox"/> Musical Instrument	<input type="checkbox"/> Rock Climbing	<input type="checkbox"/> Wilderness Survival Skills

SKILLS ASSESSMENT II – Please place a "T" next to topics you feel you can teach to other staff in a formal session. Place an "A" next to topics in which you feel you have special skills that you can share with other staff.

Back Country Cooking	Emergency Response	Planning Campfire/Chapel	Song Leading
Child Development	First Aid	Proactive Counseling	Story Telling
Communication	Game Organizing	Rag Program Counseling	Team Building
Creativity with children	Group Process	Ropes Course Leading	Wilderness Counseling
Devotions	Nature Arts w/ Youth	Other?	

Please pick 3 of the subjects you marked in Skills Assessment I & II, and elaborate upon your prior experience and how you could use that at camp. If you have experience in any other subject that you believe would be useful at CJH this summer, please describe that here:

EDUCATION			
High School:		City State, Zip: ,	
From / /	To / /	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Concentration (if applicable)
College:		City State, Zip: ,	
From / /	To / /	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree

REFERENCES - Please list at least two professional references			
Full Name:		Company:	
Email:	City, State ,	Phone () -	
Relationship/Title:		Years Known:	
Full Name:		Company:	
Email:	City, State ,	Phone () -	
Relationship/Title:		Years Known:	

Full Name:		Company:	
Email:	City, State ,	Phone () -	
Relationship/Title:		Years Known:	

PREVIOUS EMPLOYMENT - Please list your previous employers starting with the most recent. Include self-employment and volunteer positions			
Company:		Supervisor Name and Title: ,	
City, State ,		Phone () -	
Job Title:	Starting Salary: \$ /	Ending Salary: \$ /	
Responsibilities – Please specifically list responsibilities that would pertain to the job for which you are currently applying:			
From / /	To / /	Reason for Leaving:	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company:		Supervisor Name and Title: ,	
City, State ,		Phone () -	
Job Title:	Starting Salary: \$ /	Ending Salary: \$ /	
Responsibilities – Please specifically list responsibilities that would pertain to the job for which you are currently applying:			
From / /	To / /	Reason for Leaving:	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company:		Supervisor Name and Title: ,	
City, State ,		Phone () -	
Job Title:	Starting Salary: \$ /	Ending Salary: \$ /	
Responsibilities – Please specifically list responsibilities that would pertain to the job for which you are currently applying:			
From / /	To / /	Reason for Leaving:	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

NARRATIVE APPLICATION – Please complete by typing in the form below or on a separate piece of paper
<i>All Staff</i>
Based on your past experiences, what impact can a week at Camp Jack Hazard have on a child?
What values or lessons do you think are important to share with children at CJH?
What was a personal challenge you encountered working at CJH previously (if you haven't worked at CJH before, please

describe a challenge that you have encountered at another place of employment)? How have you worked on this, and/or what could you do to improve upon this during the 2012 summer?

What experiences/ skills did you gain in the last season you worked at CJH or outside of camp that could help your job performance this summer?

What is something new that you would like to see incorporated into the CJH program? What is one of your favorite things about the current program that you would like to see continue (not necessary for new applicants to answer)?

If you saw a staff member breaking a policy, how would you deal with that situation?

Directors and Program Staff

What qualifications do you have for the specific specialist position(s) for which you are applying? What do you think sets you apart from other candidates?

How do you feel about supervising people? Do your feelings towards supervision differ at a summer camp then from other kinds of work environments?

DISCLAIMER AND SIGNATURE

I understand that employment will be subject to my submitting documented proof of my identity and legal eligibility to work.

If Camp Jack Hazard employs me, I understand and agree that I will be required to conform to the policies and procedures of Camp Jack Hazard.

I expressly authorize Camp Jack Hazard to verify all data given on this application, on related papers and in interviews. I expressly authorize all individuals, schools and firms named herein to provide any information requested about me, and, I release them from all liability for providing this information to Camp Jack Hazard.

I hereby certify that all statements herein are true and complete to the best of my knowledge. I understand that any falsification or omission of fact either on this application or during the pre-employment process will result in my application being rejected, or, if I am hired, in the termination of my employment.

I understand that any offer of employment is conditioned on the completion of pre-employment tests, skills certification, background search, fingerprint clearance and physical and drug screening clearance as the corporation or position may require. I will, upon request, sign all necessary consent forms.

I also understand that, if hired, I will be an "at will" employee and that employment is determined, in part, with camper enrollment for CJH sessions.

Signature

Date