



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) _____ - _____ - _____ Present temporary 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. Area Coordinators must be college graduates or have comparable post high school experience significant to camping. Counselors must have 1 year of college or post high school experience.

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

Number of brothers _____ Ages _____ Number of sisters _____ Ages _____

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

Clubs or Extracurricular Activities _____

Organizational Affiliations _____

Specialized training in (Child Care, Children/Adults with Special Needs, Etc.) _____

Church Affiliation _____ Pastor _____

Church Address _____

What is your intended vocation in life? _____

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					
SCHOOL REFERENCES (Teacher, Coach, Etc.)					
OTHER REFERENCES					

E. GENERAL

When are you available for an interview at Holmes Presbyterian Camp and Conference Center? _____
 At what telephone number can you be reached to set up this interview? _____
 What are your hobbies? _____

F. SKILLS

CERTIFICATIONS	X IF YES	EXPIRATION DATE	CERTIFICATIONS	X IF YES	EXPIRATION DATE
Water Safety Instructor			ACA Outdoor Living Skills		
Advanced Life Saving			Community CPR		
Lifeguard Trainer			Archery		
Lifeguard			Aquatic School		
Standard First Aid			Small Craft Instructor		
Advanced First Aid			Basic Canoeing		
Driver's License? yes ___ no ___ State ___ Exp. Date _____			Chauffeur's License? yes ___ no ___ State ___ Exp. Date _____		
Other Certifications					
Boy/Girl Scout Certifications (Please identify)					

Check this list, placing an (x) after those skills which you have ability and experience to assist in teaching. Then recheck, placing a double (xx) after those which you can teach. *BE CERTAIN BEFORE CHECKING.*

CAMPING:

Cookouts
 Backpacking
 Fire Building
 Tent Pitching
 High Ropes Course
 Other: _____

Trail Cooking
 Hiking
 Map Making
 Shelter Building

DRAMATICS:

Creative dramatics
 Puppets
 Choral Reading
 Other: _____

Costume & make-up
 Story Telling
 Pageantry-Carnival-Circus

RELIGIOUS:

Planning worship services
 Bible Studies
 Creative Writing
 Other: _____

Conducting services
 Role Play
 Discussions

MUSIC:

Song Leading
 Toy Orchestra
 Folk Singing
 Echo Sing
 What musical instrument do you play? _____
 Will you bring it to camp? _____
 Other: _____

Choir
 Rhythm Bank
 Camp Band

DANCING:

Folk American
 Interpretive
 Other: _____

Folk International

MISCELLANEOUS:

Group Discussions
 Operate Video Camera
 Photography
 What software do you know? _____

Indian Lore
 Lead Group Games
 Computer

NATURE LORE & SCIENCE PROJECTS:

Birds
 Flowers
 Conservation
 Meteorology
 Trees & Forestry
 Treasure/Scavenger Hunts
 Other: _____

Astronomy
 Animals
 Insects
 Rocks
 Reptiles

ARTS & CRAFTS:

Ceramics
 Whittling
 Puppets
 Drawing
 Leather Work
 Metal Crafts
 Other: _____

Beadwork
 Block Printing
 Nature Crafts
 Basketry
 Weaving
 Painting

Would you like to work on the maintenance staff? _____
 Would you like to work in the kitchen? _____

Would you like to work with special needs children? _____

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

G. 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

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

Describe your previous camping experiences (both as camper and counselor).

Describe any other group work you have done with children or adults other than camping.

Describe your faith journey.

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. You will also 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. Acceptance of a contract also implies consent for a criminal background check.)