

East Allen Township Parks & Recreation
610-262-7961 x306 / cfrantz@eatwp.org

Summer Camp Counselor Application

Hiring Information for Prospective Camp Counselor
(Counselors – Please Detach And Save)

Welcome to East Allen Township. We appreciate your interest in becoming a Summer Camp Counselor. By becoming a Camp Counselor, you not only help others, but also gain confidence, deepen your understanding of youth, improve your communication skills, and develop the leadership abilities employers seek.

Attached to this introduction, you will find a Camp Counselor Application. Please complete all sections of the application.

In order to be considered for a Camp Counselor position:

1. Submit a completed Camp Counselor Application
2. Be an individual who is 18 years old or older
3. Have a current Pennsylvania License and must have reliable Transportation
4. Must be able to work entire 7 weeks of camp with no vacation time off
5. Must be able to work Monday thru Friday from 8:30 am to 1:30 pm

If you are selected as a Camp Counselor, you must:

1. Attend a Camp Counselor Procedures and Responsibilities Orientation with the East Allen Township Recreation Director and Township Manager
2. Attend a First Aid / CPR Class (4 hour class)

Thank you for your interest in becoming an East Allen Township Camp Counselor. If you have any questions, please contact me at the above number. Once you have completed your application, return it to me. You may also mail it to East Allen Township, 5344 Nor-Bath Blvd. – Northampton, Pa 18067 or you may fax your application to 610-262-8788

Chuck Frantz
East Allen Township Parks & Recreation
Program Director

East Allen Township Summer Camp Application for Employment

COUNSELOR INFORMATION: (Please print your responses clearly.)

DATE: _____

POSITION APPLIED FOR: _____

AGE: _____

NAME: _____
LAST FIRST MIDDLE

NICKNAME: _____

ADDRESS: _____
STREET CITY STATE ZIP

EMERGENCY CONTACT: _____ Phone #: _____

HOME PHONE: (____) _____ CELL PHONE (____) _____

E-MAIL ADDEESS: _____ SOCIAL SECURITY #: _____

DO YOU HAVE ANY PHYSICAL LIMITIONS THAT WOULD INHIBIT YOUR PERFORMANCE OF REQUIRED DUTIES? _____

ARE YOU OVER 18? YES / NO ARE YOU LEGALLY ELIGIBLE FOR EMPLOYMENT IN THIS COUNTRY? YES / NO

DRIVERS LICENSE NUMBER _____ STATE: _____

HAVE YOU EVER BEEN EMPLOYED BY EAST ALLEN TWP. BEFORE? YES / NO IF YES, PLEASE GIVE DATE: _____

HAVE YOU EVER PLED "GUILTY" OR "NO CONTEST" OR BEEN CONVICTED OF A CRIME ? IF YES., PLEASE EXPLAIN _____

CONVICTIONS: A conviction does not automatically mean you will not be offered a job. What you were convicted of, the circumstances surrounding the conviction and how long ago the conviction occurred are important considerations in determining your eligibility. Give all the facts, so that a fair decision can be made.

ARE YOU ABLE TO MEET THE ATTENDANCE REQUIREMENTS OF THIS POSITION? _____

DATE AVAILABLE FOR WORK: _____ DESIRED SALARY: _____

EDUCATIONAL BACKGROUND:

LIST SCHOOLS ATTENDED, BEGINNING WITH THE MOST RECENT, HIGH SCHOOL THROUGH COLLEGE.

SCHOOL ATTENDED	YEARS	DEGREE	MAJOR

EMPLOYMENT HISTORY: (Please list your last three employers, starting with the most recent)

EMPLOYER: _____ PHONE #: _____

ADDRESS: _____

SUPERVISORS NAME: _____ POSITION: _____

JOB TITLE: _____ HOURLY RATE / SALARY \$: _____

DESCRIPTION OF RESPONSIBILITY: _____

DATES EMPLOYED: _____ REASON FOR LEAVING: _____

MAY WE CONTACT FOR A REFERENCE? _____

EMPLOYER: _____ PHONE #: _____

ADDRESS: _____

SUPERVISORS NAME: _____ POSITION: _____

JOB TITLE: _____ HOURLY RATE / SALARY \$: _____

DESCRIPTION OF RESPONSIBILITY: _____

DATES EMPLOYED: _____ REASON FOR LEAVING: _____

MAY WE CONTACT FOR A REFERENCE? _____

EMPLOYER: _____ PHONE #: _____

ADDRESS: _____

SUPERVISORS NAME: _____ POSITION: _____

JOB TITLE: _____ HOURLY RATE / SALARY \$: _____

DESCRIPTION OF RESPONSIBILITY: _____

DATES EMPLOYED: _____ REASON FOR LEAVING: _____

MAY WE CONTACT FOR A REFERENCE? _____

SKILLS, QUALIFICATIONS, HOBBIES AND HONORS RECEIVED: (Please list any special skills, qualifications or hobbies that may be useful in this position. Include foreign languages, Musical Ability, or sports experience community service or any other volunteer work.

CERTIFICATIONS: (Please List Certifications or Training you may already have)

TYPE OF CERTIFICATION	DATE RECEIVED	DATE OF EXPIRATION

PERSONAL REFERENCES: (List Personal Or School References Include Phone Numbers and Information Regarding Best Time To Reach)

NAME	PHONE #	RELATIONSHIP	YEARS KNOWN

WHY ME: (Please Write A Paragraph Telling Why We Should Hire You For This Position)

T-Shirt Size:

Adult Small _____ Adult Medium _____ Adult Large _____ Adult XL _____ Adult XXL _____

SUPPLEMENT TO APPLICATION:

WHY DO YOU WANT TO WORK WITH AND CARE FOR CHILDREN? _____

DESCRIBE ANY EXPERIENCE YOU HAVE WORKING WITH CHILDREN: _____

HOW COULD YOU DESCRIBE YOURSELF? _____

DESCRIBE NON-EMPLOYMENT ACTIVITIES YOU HAVE BEEN ENGAGED IN THAT MIGHT STRENGTHEN YOUR APPLICATION:

I hereby certify that the information provided on this application is true, complete, correct, and subject to verification by East Allen Township.

I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain all information from all references (personal and professional), employer, public agencies, licensing authorities, and educational institutions and to otherwise verify the accuracy of all information provided by me in the application resume of job interview. I hereby waive any and all rights and claims I have regarding the employer, its agents, employees, or representatives for seeking, gathering, and using such information in the employment process and all other persons, corporations, or organizations for furnishing such information about me.

I understand that any misrepresentation or omission of material fact on my application may be justification for refusal of employment.

I authorize East Allen Township to supply me 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.

I also understand that my employment is conditional until results of my criminal and child abuse history record, reference checks, and other documents required by law are completed, and until information given by me been verified.

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

DO NOT SIGN UNTIL YOU READ THE ABOVE APPLICANTS STATEMENT

I have read the above statement and accept the same as a condition of my employment with the East Allen Township Summer Camp.

Applicant Signature:

Date Of Application: