

Windham- Tolland 4-H Camp

326 Taft Pond Rd
Pomfret, CT 06259

Application for Employment

Must have cover letter

We consider applicants for all Positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital status, sexual orientation, or any other legally protected status.

Position applying for:	Date of Application:
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How did you learn about us? ___Advertisement in _____ ___Friend ___Walk-in ___Other_____

Last Name	First Name	Middle Initial		
Street Address	P.O. Box	City	State	Zip Code
Home Phone:	Cell Phone:			

If you are Under 18 years of age, can you provide you required proof of you eligibility to work? ___Yes ___No

Have you ever filed an application with us before? ___Yes ___No
 If yes, give date_____

Have you ever been employed with us before? ___Yes ___No
 If yes, give date_____

Are you currently employed? ___Yes ___No

May we Contact you present Employer? ___Yes ___No

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? ___Yes ___No

Proof of citizenship or immigration status will be required upon employment.

On what date would you be available for work? ___Yes ___No

Are you able to live at camp? ___Yes ___No

Have you been convicted of a felony with in the last (7) Years? ___Yes ___No
 Conviction will not necessarily disqualify an applicant from employment. If yes, explain on a separate sheet of paper

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

EDUCATION

	Name & Address of School	Course Studied	Years Completed	Diploma Degree
High School			From To	
Undergraduate College			From To	
Graduate Professional			From To	
Other (Specify)			From To	

EMPLOYMENT EXPERIENCE

Start with your present or latest job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities, or other protected status.

Employer	Dates Employed From To	Work Performed
Address	Hourly Rate/Salary Starting Final	
	Job Title Supervisor	
Telephone Number	Reason for Leaving	

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References (at least 2 work related references)

1. _____ (_____) _____
(Name) Phone #

2. _____ (_____) _____
(Name) Phone #

3. _____ (_____) _____
(Name) Phone #

Other Qualifications

Summarize special job-related skills, specialized training, and qualifications acquired from employment or other experience (i.e. sign language, CPR, First Aid)

List Professional, trade, business, or civic activities and offices held

You may exclude membership which would reveal gender, race, religion, national origin, age, ancestry, disability or other protected status

Please Explain any experience you have working with Children (If needed use additional sheet of paper)

State any additional information you feel maybe helpful to us in considering you application

Number the following from 1-5 (1being the least knowledge- 5 being most knowledgeable{could teach})

Please number the top (5) in each category

Arts	Camp Craft & Nature	Sports	Waterfront
Gimp/ Lanyards	Fire Building	Baseball/Softball	Kayak
Nature Crafts	Knots	Aerobics/Yoga	Canoe
Painting	Hiking/Backpacking	Archery	Swimming
Sketching	Orienteering	Basketball	Lifeguard (certified)
Pottery	Outdoor Cooking	Martial Arts	
Kitting/Crocheting	Animals/ Birds	Fishing	
Sewing	Conservation	Ping Pong	
Beading	Weather	New Games	Miscellaneous
Sculpture	Plants	Quiet Games	First Aid Certified
Vocal Music	Insects	Horseback Riding	CPR Certified
Musical Instrument	Environmental awareness	Draft Horse Driving	Kitchen
Story Telling	Other:	Soccer	Cooking
Drama	4-H Projects	Tennis	Dishwashing
Other:	Vo-Ag Projects	Running	Other:
		Volleyball	
		Other:	

Please answer the following questions if needed use additional pieces of paper.

1. Why do you want to work with children?

2. Do you prefer to work with a group or alone? Why?

3. What is your definition of responsibility?

Note to Applicants: DO NOT ANSWER THIS QUESTION UNLESS YOU HAVE BEEN INFORMED ABOUT THE REQUIREMENTS OF THE JOB FOR WHICH YOU ARE APPLYING.

Are you capable of performing in a reasonable manner, with or without a reasonable accommodation, the activities involved in the job or occupation for which you have applied? Yes No

Applicant's Statement

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

I understand this application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time periods should inquire as to whether or not applications are being accepted at that time.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all the Policies & Procedures of Windham- Tolland 4-H Camp.

Signature of Applicant

Date

For Personnel Department Use Only

Arrange Interview _____ Yes _____ No

1st Interview Date: _____ Interviewed by _____ Date _____

Time: _____

2nd Interview Date: _____ Interviewed by _____ Date _____

Time: _____

Remarks _____

Employed _____ Yes _____ No Date of Employment _____

Job Title _____ Salary _____

By _____

Date _____

Name & Position