



## YMCA CAMP OCOEE

### STAFF APPLICATION

Mail to:  
Staff Application  
111 YMCA Drive  
Ocoee, TN 37361  
423-338-5588  
Fax: 423-338-5507  
Email: cschwabe@ymcachattanooga.org

☐ I have read and understand the Characteristics of a YMCA Camp Ocoee Staff Member

We are an Equal Opportunity Employer. Applicants for all job openings are welcome and will be considered without regard to race, color, religion, national origin, sex, age, sexual orientation, physical or mental disability, or any other basis protected by state, federal or local law. It is the intent of the YMCA of Metropolitan Chattanooga to comply with all applicable federal, state and local legislation concerning equal opportunity in employment.

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
(Last) (First)

#### Permanent Address:

Number of years at permanent address: \_\_\_\_\_

Street: \_\_\_\_\_

Apt/Box #: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

#### Address During School Year:

Number of years at school address: \_\_\_\_\_

Street: \_\_\_\_\_

Apt/Box #: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Cell Phone: (\_\_\_\_\_) \_\_\_\_\_

Phone (other, if applicable): (\_\_\_\_\_) \_\_\_\_\_

E-Mail: \_\_\_\_\_

Facebook address: \_\_\_\_\_

Instagram: \_\_\_\_\_

School or University: \_\_\_\_\_

Major: \_\_\_\_\_ Year in School: \_\_\_\_\_

Can you, after an offer of employment, submit verification of your legal right to work in the United States? ☐ YES ☐ NO

Have you ever plead guilty to, or been convicted of, a criminal offense (*see below* \*) ☐ YES ☐ NO If yes, give dates and explain:  
(A conviction will not necessarily disqualify you)

I understand that any and all continued employment with the YMCA of Metropolitan Chattanooga is dependent upon the results of my driving record, criminal history record, reference checks, and any other documents required that need to be verified. \_\_\_\_\_ Initial

\* **CONVICTIONS:** A conviction does not automatically mean you will not be offered the 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/continued employment. Give all the facts, so that a fair decision can be made. \_\_\_\_\_ Initial

#### Education:

High School: \_\_\_\_\_ Grade Completed: \_\_\_\_\_ Year: \_\_\_\_\_

College: \_\_\_\_\_ Grade Completed: \_\_\_\_\_ Year: \_\_\_\_\_

**Please check the position(s) for which you are applying:**

\_\_\_ Cabin Counselor H.S. Grad \_\_\_ Program Assistant (min age 20) \_\_\_ Cabin Life Assistant (min age 20) \_\_\_ Water-ski Coordinator (min age 20)  
\_\_\_ Ropes Coordinator (min age 20) \_\_\_ Waterfront Coordinator (min age 21) \_\_\_ Teen Leadership Coordinator (min age 20) \_\_\_ Program Coordinator (min age 20)

Visit [www.ymcacampocoe.org/job-opportunities](http://www.ymcacampocoe.org/job-opportunities) to review job requirements and job descriptions.

Available for work from \_\_\_\_\_ to \_\_\_\_\_ (2018 Camp Dates: May 28 – August 4)

**Please check any certifications that will be current throughout the summer:**

\_\_\_ Lifeguard \_\_\_ EMT \_\_\_ First Aid \_\_\_ Oxygen Administration \_\_\_ AED  
\_\_\_ Adult CPR \_\_\_ Child CPR \_\_\_ Infant CPR \_\_\_ Swim Lesson Instructor  
\_\_\_ CDL (Bus License) \_\_\_ Other \_\_\_\_\_ \_\_\_ Other \_\_\_\_\_

ALL STAFF ARE REQUIRED TO HAVE CURRENT FIRST AID AND CPR CERTIFICATION- COPIES OF CURRENT CARDS WILL BE REQUIRED

**Activity Experience**

Each staff member is assigned to teach camp activities each day. In the following list put a “1” before those activities that you could demonstrate proficiency and teach, “2” for those activities that you could teach with some guidance, and “3” for hobbies/activities that interest you.

**Land Activities**

\_\_\_ Archery \_\_\_ Arts & Crafts \_\_\_ Backpacking \_\_\_ BB Guns  
\_\_\_ Climbing \_\_\_ Dance \_\_\_ Drama \_\_\_ Equestrian (horses)  
\_\_\_ Fishing \_\_\_ Group Games \_\_\_ High Ropes \_\_\_ Mountain Biking  
\_\_\_ Music \_\_\_ Nature Study \_\_\_ Paintball \_\_\_ Rappelling  
\_\_\_ Sports \_\_\_ Other (explain): \_\_\_\_\_

**Water Activities**

\_\_\_ Boat Driving \_\_\_ Canoeing \_\_\_ Kayaking (tour) \_\_\_ Kayaking (whitewater)  
\_\_\_ Lifeguarding \_\_\_ Stand-up Paddleboarding \_\_\_ Swim Lessons \_\_\_ Water Skiing  
\_\_\_ Other (explain): \_\_\_\_\_

Choosing from the list above, indicate the four activities that you can best instruct and past experiences you have had in each of these areas.

1) \_\_\_\_\_

Past Experience: \_\_\_\_\_

\_\_\_\_\_

2) \_\_\_\_\_

Past Experience: \_\_\_\_\_

\_\_\_\_\_

3) \_\_\_\_\_

Past Experience: \_\_\_\_\_

\_\_\_\_\_

Past Experience: \_\_\_\_\_

\_\_\_\_\_

**Employment Experience-MOST RECENT EMPLOYMENT INFORMATION**

Company Name		Phone Number		Dates of Employment From (Mo/Yr) To (Mo/Yr)	
Company Address (include Street, City, State, Zip Code)					
Job Title-Start		Job Title-Final		Base Rate of Pay Start Final	
Supervisor (Name & Title)					
Description of Job Duties			Reason for Leaving		

## Professional / Personal References

(Four references required; please include two relatives and use a star \* to indicate which references are relatives)

Name	Address	Phone
1.		
2.		
3.		
4.		

List here the names of relatives, friends or acquaintances employed by the YMCA of Metropolitan Chattanooga/Camp Ocoee & their relationship to you:

## Additional Information

YMCA Camp Ocoee's mission is to utilize camp as a tool to provide experiences, under a strong Christian emphasis, that will strengthen the spirit, mind, and body of all its guests. Our mission is carried out by the example of our staff (Proverbs 22:6).

Are you able and willing to exhibit and role model Christian values and principles as a part of your job? ☐ Yes ☐ No

Are you able work at a place where you do not have regular access to your cell phone while on duty? ☐ Yes ☐ No

Please answer the following questions giving careful consideration to each. If extra space is needed, please attach another sheet of paper.

1. How did you learn about YMCA Camp Ocoee? If from an individual, whom? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Why do you want to work at Camp Ocoee?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Have you had a summer camp experience as either a camper or counselor? Where and when?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4a. What does Christian Values mean to you and how does it relate to your lifestyle?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4b. How will you teach and display Christian Values in your work at YMCA Camp Ocoee?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. YMCA Camp Ocoee is located in the Cherokee National Forest in a remote wilderness setting. How do you feel about working outdoors? How do you feel about heat, bugs, snakes, and spiders?  
\_\_\_\_\_  
\_\_\_\_\_

6. What is your most successful accomplishment? Explain.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. What experiences have you had in church, high school, college, or afterwards which you consider to be valuable background for working with children in a camp environment?

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### PLEASE READ CAREFULLY BEFORE SIGNING

I understand that this application is only valid for the position applied for at present and that the YMCA of Metropolitan Chattanooga is not obligated to retain or consider this application for future openings.

I have read and understand the foregoing, and to the best of my knowledge and belief, the information on this form is true and correct. I understand that falsification of this application in any detail is grounds for disqualification from further consideration of/or for dismissal from employment.

In the event of my employment, I will comply with all rules and regulations as set forth in the YMCA of Metropolitan Chattanooga's policy manual or other communications distributed to employees.

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.

If I am employed by the YMCA of Metropolitan Chattanooga, I understand my employment can be terminated, with or without cause and with or without notice, at any time at the option of the YMCA of Metropolitan Chattanooga or myself. I understand that no manager, supervisor or representative of the YMCA of Metropolitan Chattanooga has authority to enter into any agreement for employment for any specific period of time, or to make any agreement contrary to the foregoing. I further expressly agree that, with respect to the at-will employment relationship, this constitutes the full, complete and final expression of the parties' intent concerning the nature of any employment relationship between myself and the YMCA of Metropolitan Chattanooga.

I understand the YMCA of Metropolitan Chattanooga reserves the right to conduct criminal background and reference checks on all applicants being considered for employment. I hereby give my permission for the YMCA of Metropolitan Chattanooga to obtain information relating to my criminal history record. The criminal history record, as received from the reporting agency, may include arrests and convictions. I understand that this information will be used, in part, to determine my eligibility for a position with the YMCA of Metropolitan Chattanooga. I understand that I will have an opportunity to review any disqualifying criminal history and that a procedure is available for clarification, if I dispute the record as received.

I have read the above statements and accept the same as a condition of my employment with the YMCA of Metropolitan Chattanooga.

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Applicant Signature

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Date of Application

Please return completed information to the address listed below.

If you have any questions, please email [cschwabe@ymcachattanooga.org](mailto:cschwabe@ymcachattanooga.org)

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