



HEART OF AMERICA COUNCIL

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BOY SCOUTS OF AMERICA

Please print legibly!

# 2010 Camp Staff Application

Name \_\_\_\_\_  
Last First Middle Suffix

Currently Registered in Unit (Type and Number) \_\_\_\_\_ in the \_\_\_\_\_ District

Address \_\_\_\_\_  
Number Street City State Zip

Home Phone (\_\_\_\_) \_\_\_\_\_ Cell Phone (\_\_\_\_) \_\_\_\_\_

E-Mail Address \_\_\_\_\_

\_\_\_\_ - \_\_\_\_ - \_\_\_\_ Social Security Number  
\_\_\_\_ Drivers License No. Exp. Date State \_\_\_\_ Date of Birth T-shirt size

## CAMPS (Choose ONE)

\_\_\_ **H Roe Bartle Scout Reservation** (circle preference): LONE STAR PIERCING ARROW SAWMILL RESERVATION ANYWHERE

\_\_\_ **Theodore Naish Scout Reservation** (circle preference): CUB WORLD CENTRAL RESERVATION ANYWHERE

\_\_\_ **Rotary Scout Camp**

## POSITIONS (Choose ONE)

\_\_\_ **Director** (must be at least 21 years of age)

\_\_\_ **Instructor** (must be at least 15 years of age)

\_\_\_ **Counselor** (must be at least 18 years of age)

\_\_\_ **CIT** (must be at least 14 years of age; Naish ONLY)

\_\_\_ **Commissioner or Session Staff** (volunteer – unpaid positions)

I am interested in the following departments (see page four for a list)

1<sup>st</sup> Choice \_\_\_\_\_

2<sup>nd</sup> Choice \_\_\_\_\_

3<sup>rd</sup> Choice \_\_\_\_\_

## STAFF AVAILABILITY

A preference is given to applicants who are able to serve the entire camping season. Occasionally, it is possible that some staff assignments can be part time. See page four and the HOAC Council Calendar ([www.hoac-bsa.org](http://www.hoac-bsa.org)) for specific dates.

I am available to serve the entire camp season: Yes \_\_\_ No \_\_\_

If, NO, I am **AVAILABLE** for the following dates (list dates): \_\_\_\_\_

## SCOUTING EXPERIENCE

Tenure in Scouting: Youth \_\_\_\_\_ Adult \_\_\_\_\_ Current Rank \_\_\_\_\_  
Leadership Positions: \_\_\_\_\_  
Other Positions Held: \_\_\_\_\_  
**Mic-O-Say:** Responsibility \_\_\_\_\_ Year Received \_\_\_\_\_  
Tribal Name \_\_\_\_\_  
**Order of the Arrow:** Ordeal \_\_\_\_\_ Brotherhood \_\_\_\_\_ Vigil \_\_\_\_\_ Other O.A. Honors \_\_\_\_\_  
(Date) (Date) (Date) (Date)

## LONG TERM CAMPING EXPERIENCE

Camp \_\_\_\_\_ Year(s) \_\_\_\_\_  
Camp \_\_\_\_\_ Year(s) \_\_\_\_\_  
Camp \_\_\_\_\_ Year(s) \_\_\_\_\_  
High Adventure Base \_\_\_\_\_ Year(s) \_\_\_\_\_

## PREVIOUS SUMMER CAMP STAFF EXPERIENCE (LIST MOST RECENT FIRST)

Position \_\_\_\_\_ Location \_\_\_\_\_ Year \_\_\_\_\_  
Position \_\_\_\_\_ Location \_\_\_\_\_ Year \_\_\_\_\_  
Position \_\_\_\_\_ Location \_\_\_\_\_ Year \_\_\_\_\_  
Describe leadership experience (include Brownsea, Wood Badge, etc.) \_\_\_\_\_  
\_\_\_\_\_  
Honors and Achievements (other than Scouting) \_\_\_\_\_  
\_\_\_\_\_  
List hobbies, clubs or other related activities: \_\_\_\_\_  
List certifications of advanced training (CPR, National Camp School, BSA Lifeguard, etc.), including dates:  
\_\_\_\_\_

## EDUCATIONAL BACKGROUND

Name & Location	Major	Degree/Year of Graduation
College _____		
High School _____		
Other _____		
Scholastic Honors _____		
Athletics _____		
Activities _____		
I am a full-time student returning to school in the fall: Yes ___ No ___ School _____		

## EMPLOYMENT HISTORY

Present or most recent Employer *(if student, print name and location of school)*  
Name of Employer or School: \_\_\_\_\_  
From \_\_\_\_\_ To \_\_\_\_\_ Job Title \_\_\_\_\_ May we contact? Yes \_\_\_ No \_\_\_  
Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_  
Responsibilities \_\_\_\_\_  
Supervisors Name \_\_\_\_\_  
Reason for leaving \_\_\_\_\_  
Have you ever been discharged or been asked to resign from any job? No \_\_\_ Yes \_\_\_ If yes, why \_\_\_\_\_

### ADDITIONAL INFORMATION

	YES	NO
Have you ever used illegal drugs?.....	_____	_____
Have you ever been convicted of a criminal offense?..... (If yes, please attach a separate sheet explaining the circumstances.)	_____	_____
Have you ever been charged with child neglect or abuse?.....	_____	_____
Has your driver's license ever been suspended or revoked?..... (If yes, please attach a separate sheet explaining the circumstances.)	_____	_____
Do you use Tobacco Products?.....	_____	_____
If yes, do you agree to abide the by the Camp Tobacco use policy?.....	_____	_____

### REFERENCES

List *three* individuals (not relatives) who have knowledge of your character, experience, and ability. Have your references complete the CAMP STAFF REFERENCE FORM and return them directly to the Council Services Center. If under 18 years of age, one reference **MUST** be from your Unit Leader.

Name	Address, City, State, Zip	Telephone
_____	_____	_____
_____	_____	_____
_____	_____	_____

### WHY I WISH TO BE A MEMBER OF THE HOAC CAMP STAFF

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### READ AND SIGN BELOW

I hereby make application for summer employment, and in accordance with the principles of the Boy Scouts of America, I promise to subscribe to the Scout Oath or Promise, Law, and Declaration of Religious Principle. I agree to be loyal to and cooperate fully with all BSA policies, programs, and management including those described in this application. I further agree to submit a completed current (within 12 months) Annual Health and Medical Record (Parts A, B, and C completed), indicating I am physically capable of completing the assigned tasks of the position. This will be submitted on or before my arrival, if selected. I understand that a personal interview may be required before employment will be granted. I understand that completing this application does not guarantee employment.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I authorize all my previous employers, schools, and all other references to furnish the information requested. I hereby declare that the information provided by me in this application for employment is accurate and complete to the best of my knowledge. I understand that employment is at the will of the Heart of America Council and any falsification or misrepresentation in this application is cause for discharge.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature of Parent/Guardian (if under 18 years of age) \_\_\_\_\_ Date \_\_\_\_\_

\*Unit Leader's signature \_\_\_\_\_ Date \_\_\_\_\_  
(Required for applicants under 18 years of age)

## EQUAL OPPORTUNITY EMPLOYER

Applicants are not required to provide any information on this application that is prohibited by federal, state or local law. All applications will be given every consideration, but its receipt does not imply that the applicant will be interviewed or employed. The Heart of America Council does not discriminate on the basis of race, color, national origin, sex, religion, age or handicapped status in the provision of services or employment.

## GENERAL EMPLOYMENT INFORMATION

1. **Employees must be registered members of the Boy Scouts of America.**
2. Age requirements:
  - A. Counselor in Training (CIT) – 14 years old by the first day of the session they serve. Serves one session only. (This position is available at the Theodore Naish Scout Reservation ONLY.)
  - B. Instructors – 15 years old by June 1 of the current camping season.
  - C. Counselors – 18 years of age by June 1 of the current camping season.
  - D. Directors - BSA standards require some positions to be a minimum of 21 years of age.
3. The principles of the Scout Oath and Law must be practiced as a way of life. Staff are expected to set the highest example of excellence in Scouting.
4. Housing and meals are provided. Staff is expected to properly maintain living quarters and always be in attendance at meal time.
5. References are important; applications are incomplete without them and cannot be considered until they are received.. Have those you are using as references complete the enclosed reference forms and return them directly to camping services at the address listed below. It is a good idea to provide those persons you are using for references a stamped and addressed envelope to the address below. **Applicants under 18 years of age must have one reference form completed by their Unit Leader.**
6. Apply at anytime. However, applications received by **December 1<sup>st</sup>** will receive first consideration.

Return completed application to: **Camping Services, Heart of America Council, 10210 Holmes Road, Kansas City, MO 64131-4212 or fax 816-569-4981.**

## CAMP SPECIFIC INFORMATION

**Rotary Scout Camp** is an HOAC outdoor experience for Boy Scouts with disabilities and special needs. It is held at the Rotary Youth Camp facilities in Lee's Summit, Missouri.

Positions at Rotary Scout Camp are volunteer and include: Commissioners; Instructors; Camper Aides; and Scoutmasters.

Departments include: Office; Health Lodge; Unit Staff; Program Staff; and Aquatics.

The **Theodore Naish Scout Reservation** is located in Bonner Springs, Kansas. The staff at Naish serves campers for Boy Scout, Webelos Resident Camp, or Bear Resident Camp. The 2010 camping season at Naish begins on May 30, 2010 and continues through August 7, 2010.

Positions available are: CIT's; Instructors; Counselors; Directors; and Commissioners.

Camp departments include: Aquatics; Handicraft; Outpost; Trading Post; Archery; Office; Health Lodge; Nature; Rifle Range; Dining Hall; Scoutcraft; Climbing Tower; and the Eagle Trail.

Volunteer Commissioners serve at least 1 Boy Scout session or 2 Webelos or Bear camp sessions and are needed in the following areas: Leads; Campsite; Trading post; and Maintenance.

The **H Roe Bartle Scout Reservation** is located at Iconium, Missouri. This Boy Scout program employs staff from May 24, 2010 through August 5, 2010.

Positions include: Instructors; Counselors; Directors; Volunteer Commissioners; and Volunteer Session Staff.

Camp departments include: Aquatics; Archery; Climbing Tower; Communications; Conservation; Dining Hall; Arts and Crafts; Lake Front; Mic-O-Say; Ecology/Conservation; Osage River Trading Company; Outposts; Program Directors; COPE; Rifle Range; Scoutcraft; and Shotgun.

Volunteer Commissioners and Volunteer Staff serve at least one session and are needed in the following areas: Assistant Camp Commissioners; Campsite; Davis Lodge; Osage River Trading Company; Outpost; Aquatics; Health Lodge; Conservation; Bus Transportation; Chaplains; Training Staff; and Maintenance.



**NOTICE**

The Heart of America Council, Boy Scouts of America may conduct background checks on **ALL** employee applicants who are 18 years of age or older.

**DISCLOSURE TO EMPLOYMENT APPLICANT  
REGARDING PROCUREMENT OF  
A CONSUMER REPORT**

In connection with your application for employment, we may procure a Background Investigative Report and/or Background Report on you as part of the process of considering your candidacy as an employee. In the event that information from the report is utilized in whole or in part in making an adverse decision with regard to your potential employment, before making the adverse decision, we will provide you with a copy of the consumer report and a description in writing of your rights under the Federal Fair Credit Reporting Act.

The Fair Credit Reporting Act gives you specific rights in dealing with consumer reporting agencies. You will be given a summary of these rights together with this document.

By your signature below, you hereby authorize us to obtain a consumer report and/or an investigative report about you in order to consider you for employment. The consumer report may include, but not be limited to, criminal history, verifications of employment and education, and driving records. A credit report detailing personal financial history will only be obtained for permissible purposes in consideration of jobs meeting specific criteria.

Applicants Name: \_\_\_\_\_  
(PLEASE PRINT)

Applicants Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Signature: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Driver's License: State: \_\_\_\_\_ Number: \_\_\_\_\_

*EEOC Notice N-915.043 II states "a pre-employment inquiry on the part of the employer for information such as date of birth or state age on an application form is not, in itself a violation of the age discrimination in employment act (ADEA). The ADEA of 1967 prohibits discrimination in employment on the base of age.*

I am applying for (circle one): BARTLE NAISH BOY SCOUT CAMP ROTARY  
BEAR CAMP WEBELOS CAMP

*To All Applicants:  
The information requested above is used to assist in the completion of a background investigation. The information will be maintained in a limited access file, detached from your application. The information will be used for the sole purpose of identification when conducting a background investigation.*