

WINTER CAMP STAFF APPLICATION and DATA FORM



RETURN APPLICATION TO:
 Support Services
 Sam Houston Area Council, BSA
 P.O. Box 924528
 Houston, TX 77292-4528
 or
 wintercamp@shac.org



Staff Application Deadline: October 1st
 However, positions are filled as needed from available, approved applications. Early submission will ensure consideration for your desired positions.

APPLICATION ENTRIES SHOULD BE LEGIBLE. ILLEGIBLE APPLCAITIONS WILL BE DISCARDED. ALL BLANKS SHOULD BE COMPLETED. USE N/A FOR THOSE THAT DON'T APPLY.

Thank you for your interest in being part of the Sam Houston Area Council long-term camping staff. We are currently seeking qualified individuals to serve as Merit Badge Counselors, Program Staff, Commissioners and Kitchen help.

Please complete this application and return it to the address above.

The Sam Houston Area Council has a reputation for fine programming, exceptional food and a great Merit Badge Program. This is all a result of the assembling of a great Camp Staff!

We hope you will want to be a part of the fun and action of Camp!

To be able to serve on Camp Staff, you must:

1. **Be a currently registered member of the Boy Scouts of America.**
2. **Current Youth Protection Training (submit copy of certificate with application).**
3. **Current Preparing for Hazardous Weather Training (submit copy of certificate with application).**
4. **Sexual Offender Database Check within 6 months of camp (submit copy with application)**
5. **Complete an Adult in Camp Compliance Form.**
6. **Agree to submit to a Criminal Background Check.**

Sincerely,
Your Camp Key Staff

FOR OFFICE USE ONLY

Received: _____ Position: _____

Reference check: Who: _____ Date: _____

Current Member Weather Training:
 YPT Sexual Offender
 Adult in Camp Compliance Form
 Criminal Background Check Date: _____

PERSONAL DATA:

Name: _____ Date of Birth: _____ Age: _____

Address: _____

City: _____ ST: _____ Zip: _____

Please indicate email address that will be checked regularly for communications from the camp staff. EMAIL IS THE PRIMARY PRE-CAMP COMMUNICATION TOOL OF THE CAMP STAFF. If a mobile phone number (preferred) is provided, that same mobile phone should be available for use at Winter Camp and will be used as the primary phone contact number.

Home Phone: (_____) _____ - _____ Mobile: (_____) _____ - _____

Email 1: _____ Email 2: _____

General Condition of Health: _____

Any physical limitations: _____

SCOUTING EXPERIENCE:

Currently registered with: Pack _____ Troop _____ Crew/Post _____ or District _____

Have you served on camp staff previously: ___ Yes ___ No; If yes, what years? _____

Other Scout Camp experience: _____

EMPLOYMENT:

Current Employer: _____

Business Address: _____

City: _____ ST: _____ Zip: _____

Work Phone: (_____) _____ - _____

Job Title or Description: _____

JOB PREFERENCE:

All staff members will have a primary area of responsibility as well as being expected to help with all camp-wide programs and other projects at the request of the Camp Director or Program Director. **If the positions selection choices are not completed the applicant is indicating that any position is acceptable.**

- | | | | |
|---|---|---|---|
| <input type="checkbox"/> Merit Badge Counselor* | <input type="checkbox"/> Business Office | <input type="checkbox"/> 1 st Class Emphasis | <input type="checkbox"/> Commissioner Staff |
| <input type="checkbox"/> Dining Hall Staff | <input type="checkbox"/> Health Lodge | <input type="checkbox"/> Camp Program Team | |
| <input type="checkbox"/> Quartermaster Staff | <input type="checkbox"/> Camp Safety Team | <input type="checkbox"/> Trading Post | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Mealtime Programs | <input type="checkbox"/> Singing | <input type="checkbox"/> Drama | <input type="checkbox"/> Campfire Programs |

* Merit Badge instructors must have been approved as a MBC by their District and/or Council Advancement Chairman or submit a new Adult Application with position code 42 along with this application to be considered for this position.

* For Merit Badge Instructors indicate your first, second, and third choice of Merit Badges to teach.

First _____ Second _____ Third _____

ALL STAFF WILL RECEIVE ONE CAMP SHORT SLEEVE STAFF T-SHIRT, AN EMBROIDERED STAFF HAT AND A STAFF PATCH.

Check one: _____ M, _____ L, _____ XL, _____ XXL, _____ XXXL, _____ XXXXL

CAMP STAFF

Letter of Agreement and Code of Conduct

Statement of Understanding: All staff members, both youth and adult, are selected based on their qualifications in character, camping skills, physical and personal fitness, and leadership qualities. By signing the letter of agreement, all adult staff members as well as youth staff members and their parents or guardians agree to the conditions of this Statement of Understanding and Code of conduct as a condition of participation, with the further understanding that serious misconduct or infraction of rules and regulations may result in termination and expulsion from camp. Each staff member is responsible for his or her own behavior. **All staff members are expected to abide by the Code of Conduct as follows:**

1. I will be guided by the Scout Oath and Scout Law and will obey all U.S. federal laws, as well as local and state laws.
2. I will set a good example by keeping myself neatly dressed and presentable.
3. I will attend all scheduled programs and participate as required in cooperation with other staff members and leaders.
4. I agree to follow the camp check-in and check out procedures and to observe camp quiet hours.
5. I will be responsible for keeping my quarters and personal gear labeled, clean, and neat. I will adhere to all camp recycling policies and regulations. I will do my share to prevent littering of the campgrounds and agree to follow the principles of Leave No Trace.
6. I understand that the possession or consumption of alcoholic beverages or illegal drugs or misuse of prescribed drugs is prohibited at camp. I understand that the purchase, possession, or consumption of alcoholic beverages off council property must comply with state and federal law and must not affect job performance.
7. Serious and/or repetitive behavior violations including use of tobacco, cheating, staling, dishonesty, swearing, fighting, and cursing may result in termination or disciplinary action.
8. I agree to use tobacco products only in designated areas.
9. I understand that gambling of any form is prohibited.
10. I understand that possession of lasers except by counselors and possession or detonation of fireworks are prohibited.
11. Neither the camp nor the BSA local council will be responsible for loss, breakage, or theft of my personal items. I will label all my personal items and check items of value at the direction of staff leaders. Theft on my part will be grounds for termination and expulsion from camp.
12. I will use camp equipment in a safe manner and for its intended purpose and will return the equipment in good condition.
13. I understand that staff members are prohibited from having firearms and weapons in their possession or on camp property, in accordance with US, local and state laws.
14. I understand the importance of following BSA's Youth Protection and safety policies and will follow those guidelines and report all violations that come to my attention.
15. Hazing has no place in Scout camp, not does running the gauntlet, belt lines, or similar physical punishment. As a staff member I agree to prevent and stop all hazing activities.
16. I will respect diversity – whether the differences are in physical characteristics or in perspectives.
17. I have the responsibility not to engage in behavior that constitutes discrimination or harassment in any way, including race, color, national origin, sex, religion, age, disability, or citizenship of an individual. This applies to everyone, including fellow staff members, campers, adult leaders, parents, and outside vendors.
18. I have the responsibility to report instances of discrimination or harassment (directed at me or at others) to the camp director or the Scout Executive.
19. I will comply with the Code of Conduct and the policies printed in the **Sam Houston Area Council Camp Staff Handbook**. Any violation may result in expulsion from the camp at my own expense. I understand that all such decisions will be final.
20. I agree to provide a current medical history when reporting to camp.
21. I agree to accept any assignment at the Camp Director's request for any related camp activity.
22. I agree to be in the proper uniform of the day as stated by the Camp Director.
23. I agree to properly check-out of camp following the guidelines established by the Council and the Camp Director.
24. I agree to not bring animals to camp.
25. I will be covered by workman's Compensation Insurance for on-the-job injuries and that I will assume responsibility for all medical costs for illness or non-job related injuries.
26. The Boy Scouts of America can expect my loyalty to the management, its policies and programs and my full cooperation with other members of the staff.
27. I will serve to the best of my ability for the entire camping period and will participate in any pre-camp work dates.
28. I will be expected to be a full participant in both, unless exception is granted by the Camp Director.

ADULT IN CAMP STATE COMPLIANCE FORM

Please Print

All information on this form is required.

Full Legal Name: _____
Last Name: Full First Name Full Middle Name

Birth date: _____ SSN: _____
(mm/dd/yyyy)

Home Address: _____ City: _____ State: _____ Zip: _____

Daytime Phone: _____ Cell Phone: _____ Email: _____

Unit Type: (Pack/Troop/Crew) _____ Unit Number: _____ District: _____ Council: _____

Which camp are you attending?

District Day Camp: District Name _____ Day Camp Dates _____

Bovay Resident Camp: Alpha Beta Charlie Delta

El Rancho Cima Summer Camp: Walter Horseshoe Bend Cockrell River Camp Rough Riders Super Troop

Week: 1 2 3 4 5 6

Winter Camp

A criminal back ground check is required annually by the State of Texas and will be conducted by the Sam Houston Area Council. I agree to this background check to be eligible to attend this camp.

Signature: _____ Date: _____

The Sam Houston Area Council is an Equal Opportunity Employer. Applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, marital status or veteran status or the presence of a health problem or handicap that is unrelated to the person's ability to perform the job assigned.

Applicants are not required to give any information on this form that is prohibited by Federal, State, or Local Law.

The Boy Scouts of America maintains that no member can grow into the best kind of citizen without recognizing his obligation to God and therefore, acknowledges the religious element in the training of the member, but is absolutely non-sectarian in its attitude toward the religious training. It is policy that the organization or institution with which the member is connected shall give definite attention to his religious life. Only persons willing to agree with this declaration of principle and the Bylaws of the Boy Scouts of America shall be entitled to certificates of leadership. Your signature below indicates agreement with this principle.

By signing this document, either manually or electronically, I certify that I am a currently registered member of the Boy Scouts of America and agree to and understand that:

The information that I have provided may be verified, if necessary, by contacting persons or organizations named in this application or by contacting any person or organization that may have information concerning me, or by conducting a criminal background check. I hereby release and agree to hold harmless from liability any person or organization that provides information. I also agree to hold harmless the chartered organization, local council, Boy Scouts of America, and the officers, employees and volunteers thereof. I agree that I have read the information provided on the Boy Scouts of America membership application. I agree to comply with the bylaws and rules and regulation of the Boy Scouts of America and local council.

Personal Signature

Date

For Staff applicants under 18, a Parent or legal guardian and Scout leader must sign in approval

Parent or Guardian's Signature

Date

Scoutmaster's Signature

Date