



# 2014 STAFF APPLICATION

CLARA BARTON CAMP   
CAMP JOSLIN   
BARTON DAY CAMPS

Returning  New Staff

PLEASE TYPE OR PRINT NEATLY ALL INFORMATION

## RETURN THIS APPLICATION TO:

The Barton Center for Diabetes Education, Inc.  
**Summer Staff Application**  
P.O. Box 356, 30 Ennis Road  
North Oxford, MA 01537-0356  
Phone: (508) 987-2056  
FAX: (508) 987-2002  
www.bartoncenter.org

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Date of Birth (optional): \_\_\_\_\_

Permanent Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone: (\_\_\_\_\_) \_\_\_\_\_ Best Time to Call: \_\_\_\_\_

Cell Telephone: (\_\_\_\_\_) \_\_\_\_\_ Most checked Email Address: \_\_\_\_\_

### Emergency Contact Information:

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

Specific dates for mailing if applicable: From: \_\_\_\_\_ To: \_\_\_\_\_

Dates available to work: \_\_\_\_\_ to \_\_\_\_\_ (Priority at Resident Camps will be given to staff who can work entire summer)

Staff T-Shirt Size (S) (M) (L) (XL) (2XL) (3XL)

Do you have any physical or dietary restrictions? YES NO If so, how can we accommodate you?  
\_\_\_\_\_

Valid driver's license #: \_\_\_\_\_ State: \_\_\_\_\_

May The Barton Center use your photo and name for publicity? YES NO PHOTO ONLY

### CURRENT/PREVIOUS EMPLOYMENT OR VOLUNTEER EXPERIENCE (New staff are required to provide 3

references on the forms provided. References cannot be relatives and should be knowledgeable about your character, experience, and ability. Examples are teacher/current or previous employer).

Employer Name	Your position	Dates of employment	Phone Number
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Related camp/volunteer experiences, including leadership courses taken, especially those working with children living with diabetes:  
\_\_\_\_\_  
\_\_\_\_\_

### EDUCATION

High School: \_\_\_\_\_ Year of Graduation \_\_\_\_\_

College/University & Major: \_\_\_\_\_ Year of Graduation \_\_\_\_\_

### PREVIOUS CAMPING EXPERIENCE:

POSITION: \_\_\_\_\_ WHERE: \_\_\_\_\_ HOW LONG: \_\_\_\_\_

How did you hear about this position? (Please be specific.) \_\_\_\_\_

**\*\*\*Please rank, in order of preference, the positions for which you are applying\*\*\* (If CBC or CJ come after the position, the position is only at those camps and not both; if a minimum age is required, this is indicated.)**

**Resident Camp Staff**

**Program/Support Staff**

- \_\_\_ Program Director (Age 21)
- \_\_\_ Unit Director (Age 21)
- \_\_\_ Assistant Director (Age 21)
- \_\_\_ Counselor-In-Training Directors (Age 21)
- \_\_\_ Senior Counselors (Age 18)
- \_\_\_ Counselor (Age 18)
- \_\_\_ Junior Counselor (Age 18)
- \_\_\_ Second Year Counselor-In-Training (Age 17) (Paid Position)
- \_\_\_ Administrative Assistant
- \_\_\_ Photographer (Age 18)

**Day Camp Staff**

- \_\_\_ Assistant Director (21) (paid, all camps)
- \_\_\_ Head Counselor (21) (paid, all camps)
- \_\_\_ Counselor (18) (paid, all locations)
- \_\_\_ General Staff (16) (volunteer)

**For Day Camp Staff**

Please choose the location(s) of interest:

- \_\_\_ Greenwich (Rainbow Club) 6/30-7/4
- \_\_\_ Boston 7/7-7/11
- \_\_\_ Worcester 7/14-7/18
- \_\_\_ Western New England 7/21-7/25 (Northampton, MA)
- \_\_\_ New York City 7/28-8/1
- \_\_\_ Long Island 8/4-8/8 and 8/11-8/15

**Activity Directors**

- \_\_\_ Waterfront Director (Age 21)
- \_\_\_ Challenge Course Director (Age 21; CBC)
- \_\_\_ Archery Director (Age 21; CJ)

**Adventure Programs**

- \_\_\_ Adventure Counselor (Age 21)

- \*Before checking off a position, please be sure that you meet the age requirement for the position.
- \*Resident camp seasonal directors should be available from June 18-August 21, 2014.
- \* Resident camp staff should be available from June 22-August 15, 2014.
- \* Day Camp Assistant Director and Head Counselor positions should be available June 18-August 17, 2014. Counselor positions should be available June 22-August 17, 2014.
- \* All other Day Camp staff/volunteer positions should be available for the dates specified at each location.

**If you are interested in a Health Care Team position, please see separate Health Care Team application.**

**Please read carefully and sign below:**

*I authorize the investigation of all statements herein, and authorize a background review through various licensing agencies, Motor Vehicle Departments, Child Protective Services, and/or law enforcement agencies. I forever release, acquit, discharge, covenant to hold harmless and furthermore indemnify The Barton Center for Diabetes Education, Inc., its affiliates, agents, officers, directors, and employees (paid and volunteer), and all other persons associated with The Barton Center for Diabetes Education, Inc. from personal injuries, property damage, or liability in connection with the same. I understand that if employed, I will be an at-will employee and that any agreement to the contrary must be in writing and signed by the Camp Director. I also understand that untrue, misleading, or omitted information herein may result in dismissal, regardless of the time of discovery by The Barton Center for Diabetes Education, Inc. I understand that summer staff positions require residence at the camp facility during program sessions. I have read all the enclosed materials. I understand and agree to the routines and protocols as they are stated therein, and will govern my camp staff experience in accordance with these principles. I authorize The Barton Center to release or receive all medical records, for myself, including but not limited to those records pertaining to substance abuse and emotional or mental health.*

*I understand that The Barton Center will conduct drug testing as a means of ensuring employees' ability to safely and effectively perform their duties and take care of children.*

*I agree to submit to a professional drug screening and/or a drug-screening program, upon request of the Camp Director.*

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

If under 18: Parent/Guardian Signature \_\_\_\_\_ Date: \_\_\_\_\_

**If you are 18 or older, please note: You are considered an adult and we cannot discuss your employment status, performance, pay, medical or any other personal information. PLEASE DO NOT HAVE YOUR PARENT/GUARDIAN CONTACT US ON YOUR BEHALF.**

**CERTIFICATIONS** (Please provide copies of your certifications)

	<b>Certification</b>	<b>Expiration Date</b>
Lifeguard Training (LGT)		
Water Safety Instructor (WSI)		
CPR		
First Aid		
Wilderness First Aid (WFA)		
Wilderness First Responder (WFR)		
EMT		
Archery		
Other		

**ON A SEPARATE SHEET OF PAPER, PLEASE ANSWER THE FOLLOWING QUESTIONS:**

- 1) What age group of campers would you like to work with? (Please rank in order of preference.)  
 \_\_\_ Ages 3-5 (Day Camp Only) \_\_\_ Ages 6-9 \_\_\_ Ages 9-12 \_\_\_ Ages 12-14 \_\_\_ Ages 14-16
- 2) Why do you wish to work for The Barton Center and what qualities of a good counselor/leader do you feel you will contribute?
- 3) What specific challenges do you feel a camp staff member will face? How will you meet and overcome these challenges?
- 4) If hired for a position at one of The Barton Center’s summer programs, what do you hope to learn/gain from your experience?
- 5) Please share a description of a NEW game or activity that can be brought and taught and played at camp this summer. Be Creative! Think outside the box!

**The Barton Center for Diabetes Education, Inc. is an equal opportunity employer and always strives to employ the best qualified individual for the job based upon job-related qualifications and regardless of race, color, creed, sex, national origin, age, disability, sexual orientation or other legally protected group.**

**NAME (PLEASE PRINT):**

**ACTIVITIES**

This section is primarily for program and administrative applicants only. We encourage other applicants to fill out this section if interested in helping with recreation activities. **Please only indicate items that you have knowledge of as this information is used in program planning for the summer.**

Please mark as follows: a (for activities you can lead), b (for activities you can support), and c (for activities you have a fair knowledge in)

- |                                           |                                            |                                               |                                            |                                           |
|-------------------------------------------|--------------------------------------------|-----------------------------------------------|--------------------------------------------|-------------------------------------------|
| <input type="checkbox"/> Aerobics         | <input type="checkbox"/> Diabetes Research | <input type="checkbox"/> Hockey               | <input type="checkbox"/> Overnight Camping | <input type="checkbox"/> Swimming         |
| <input type="checkbox"/> Archery          | <input type="checkbox"/> Disc Golf         | <input type="checkbox"/> Horseshoes           | <input type="checkbox"/> Painting          | <input type="checkbox"/> Tie Dye          |
| <input type="checkbox"/> Arts & Crafts    | <input type="checkbox"/> Drama             | <input type="checkbox"/> Native American Lore | <input type="checkbox"/> Play Direction    | <input type="checkbox"/> Tennis           |
| <input type="checkbox"/> Backpacking      | <input type="checkbox"/> Environmental Ed. | <input type="checkbox"/> In-Line Skating      | <input type="checkbox"/> Photography       | <input type="checkbox"/> Tetherball       |
| <input type="checkbox"/> Badminton        | <input type="checkbox"/> Exercise Ed.      | <input type="checkbox"/> Instruments          | <input type="checkbox"/> Ping Pong         | <input type="checkbox"/> Track & Field    |
| <input type="checkbox"/> Baseball         | <input type="checkbox"/> Field Hockey      | <input type="checkbox"/> Jewelry Making       | <input type="checkbox"/> Pool              | <input type="checkbox"/> Ultimate Frisbee |
| <input type="checkbox"/> Basketball       | <input type="checkbox"/> Fire Building     | <input type="checkbox"/> Jogging              | <input type="checkbox"/> Radio             | <input type="checkbox"/> Volleyball       |
| <input type="checkbox"/> Bicycling        | <input type="checkbox"/> Fishing           | <input type="checkbox"/> Journalism           | <input type="checkbox"/> Sailing           | <input type="checkbox"/> Water Sports     |
| <input type="checkbox"/> Boating          | <input type="checkbox"/> Football          | <input type="checkbox"/> Judo                 | <input type="checkbox"/> Sketching         | <input type="checkbox"/> Weights          |
| <input type="checkbox"/> Camp Craft       | <input type="checkbox"/> Frisbee           | <input type="checkbox"/> Kayaking             | <input type="checkbox"/> Scrapbooking      | <input type="checkbox"/> Wrestling        |
| <input type="checkbox"/> Campfire Program | <input type="checkbox"/> GaGa              | <input type="checkbox"/> Kickball             | <input type="checkbox"/> Soccer            | Other: _____                              |
| <input type="checkbox"/> Canoeing         | <input type="checkbox"/> Golf              | <input type="checkbox"/> Lacrosse             | <input type="checkbox"/> Softball          | _____                                     |
| <input type="checkbox"/> Challenge Course | <input type="checkbox"/> Group Discussion  | <input type="checkbox"/> Music                | <input type="checkbox"/> Speedball         |                                           |
| <input type="checkbox"/> Cheerleading     | <input type="checkbox"/> Group Singing     | <input type="checkbox"/> Nature               | <input type="checkbox"/> Story Telling     |                                           |
| <input type="checkbox"/> Dancing          | <input type="checkbox"/> Hiking            | <input type="checkbox"/> Nutrition Ed.        | <input type="checkbox"/> Street hockey     |                                           |

**Transportation Release**

(For Staff/Volunteers under the age of 18)

*This transportation permission slip is intended to cover numerous transportation scenarios. This information will remain on file until the completion of summer.*

*My child, \_\_\_\_\_, has my permission to be transported during time off in vehicles owned and operated by staff members employed by The Barton Center for Diabetes Education, Inc. for field trips, course-related activities, cultural and athletic events, time off and other camp-related business. Any staff member providing such transportation will be doing so outside their employment at Barton and any liability will remain with such staff member.*

*No Staff/Volunteer Counselor will be allowed to be transported from camp in a staff member's car unless this signed permission slip is on file with the camp. I understand that my child will be obliged to abide by the camp-based rules while participating in this program.*

\_\_\_\_\_  
Applicant's Signature Date: \_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian Signature Date: \_\_\_\_\_

**Overnight Release**

(For Staff/Volunteers under the age of 18)

***It is strongly advised that minor staff/volunteers of The Barton Center for Diabetes Education, Inc. return home for exchange weekends in between sessions. The Massachusetts Board of Health requires parental consent in the event that these arrangements cannot be met, and preparations will be made for your child to remain on camp grounds.***

*I \_\_\_\_\_ hereby give consent for my child \_\_\_\_\_ to remain with the camp team during the week and over exchange weekends during the summer sessions or attend the residence of another volunteer or staff member in the event of not being able to return home and take full responsibility of my child while attending the residence of another volunteer or staff member when applicable.*

*I understand that this form will remain in effect until the end of my child's term with The Barton Center.*

\_\_\_\_\_  
Applicant's Signature Date: \_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian Signature Date: \_\_\_\_\_