



CAMP WOODBROOKE

Simple Living Close to Nature

Richland Center, Wisconsin

Returning Staff Application - 2019

We are glad that you would like to return to Camp Woodbrooke again. Please complete the application below including the Voluntary Disclosure Form that must be completed each year. 'Returning' means worked at Camp Woodbrooke as a counselor during 2017 or 2018. Otherwise please fill out the New Staff Application. **Please email the completed application to us at office@campwoodbrooke.org**

Name _____ Gender _____ Cell Phone _____

Email(s) _____ Do you check email regularly? Yes No

Present street address _____

City _____ State _____ Zip _____ Present Phone _____ Until(date) _____

Permanent street address _____

City _____ State _____ Zip _____ Permanent Phone _____

When is the best time to reach you by phone? _____

Do you have any problems with inclusive employment dates approx. 6/8 – 8/6/2019? Yes No
(Note: Cabin Counselor - 6/8 - 8/6, Kitchen Coordinator – 6/7 - 8/6, Teen Leader – 6/8 - 8/6)

Do you agree to abstain from all smoking and use of alcohol on the camp property? Yes No

Do you agree to refrain from any use of illegal drugs this summer? Yes No

What type of position do you want?

Cabin Counselor Kitchen Coordinator Counselor Teen Trip Counselor

Certifications

Please give the expiration date for any certifications you hold. INCLUDE A COPY OF EACH WITH YOUR APPLICATION. Circle the names of any that you are *interested in taking or plan to take prior to camp*. **NOTE:** Current certification in Standard First Aid & CPR is required. It's the applicant's responsibility to obtain certification prior to the camp season and remain current during employment.

_____ Driver's License (List state: _____)	_____ Teaching License (area: _____)
_____ Standard First Aid	_____ ACA OLS Leader
_____ CPR: <input type="checkbox"/> Infant <input type="checkbox"/> Child <input type="checkbox"/> Adult	_____ Archery Instructor
_____ CPR for the Professional Rescuer	_____ Canoe Instructor
_____ Wilderness First Aid	_____ Bloodborne Pathogens
_____ Wilderness First Responder	_____ Mandatory Reporter
_____ ARC Lifeguard Training	Other: _____
_____ ARC Water Safety Instructor	_____

Please answer each of the following questions (Use additional paper if you would like):

1. **Why do you want to work at Camp Woodbrooke this year?** _____

2. **What things do you feel you would do differently this year?** _____

3. **What would you like the camp to do differently?** _____

3. **What specific projects would you like to do?** _____

I verify that all information I have included on this application form is true and complete. I have not knowingly withheld any information that might, if disclosed, affect my application unfavorably. I understand that a certificate of satisfactory physical examination within the last year is a prerequisite to acceptance for employment. I understand that I am responsible for obtaining first aid and CPR training prior to the start of employment and must be current through the duration of employment. I am aware that a criminal background check will be done. I understand that any misrepresentation or omission of facts on this application may be cause for rejection of this application or dismissal after employment.

Signature of applicant

Date

Return this completed and signed application form to:

Camp Woodbrooke, 1704 Roberts Ct., Madison, WI 53711-2029

**Be sure to include: Voluntary Disclosure Form
Copies of any certification certificates**

Voluntary Disclosure Statement
All Camp Staff **FM 16**

Mail this form to the address below by _____ (date)
Camp Woodbrooke
1704 Roberts Ct
Madison, WI 53711

Name _____ Birth date _____
Last First Middle

Home address _____
Street Address City State Zip

Social Security # _____ Other names by which known (e.g., maiden name) _____

Home phone _____ Business phone (if applicable) _____

Cell phone (optional) _____ E-mail address (optional) _____

School or College _____

Address _____
Street Address City State Zip

Driver's License # _____ State _____ Expiration Date _____

1. Previous residence(s) for last five years (include college and home residences):
- City _____ State _____ Years _____
- City _____ State _____ Years _____
- City _____ State _____ Years _____
- City _____ State _____ Years _____

(Continue on separate sheet, if necessary.)

2. N/A
3. Have you ever been convicted of any crime relating in any manner to children and/or your conduct with them? Yes No

If yes, please explain: (Use a separate sheet, if necessary.)

4. Have you ever been convicted of any crime including, but not limited to, those listed below and/or any crime similar in any manner to those listed below? Yes No
- Indecent assault and battery on a child under fourteen
 - Indecent assault and battery on a mentally retarded person
 - Indecent assault and battery on a person who has obtained the age of fourteen
 - Rape
 - Rape of a child under sixteen with force
 - Assault with intent to commit rape
 - Kidnapping of a child under sixteen with intent to commit rape
 - Distribution and trafficking of narcotics or other controlled substances
 - Intent to commit any of the above crimes.

If yes, please explain: (Use a separate sheet, if necessary.)

5. Have you ever been adjudged liable for civil penalties or damages involving sexual or physical abuse of children? Yes No

If yes, please explain: (Use a separate sheet, if necessary.)

6. Are you now or have you ever been subject to any court order involving sexual or physical abuse of a minor, including, but not limited to a domestic order or protection? Yes No

If yes, please explain: (Use a separate sheet, if necessary.)

7. Have your parental rights ever been terminated for reasons involving sexual or physical abuse of children? Yes No

If yes, please explain:

I understand that:

- a) The camp may deny employment to any person who answers "yes" to any one of questions 2-7. If hired and the employer later discovers circumstances that would indicate a "yes" answer to any of the above questions, employment may be terminated immediately.
- b) The information provided on this form is subject to verification, which may include a criminal history check and request from any Central Registry of child abusers. (A separate release form may be required)
- c) The camp may terminate employment or volunteer service of any person if that person is found, regardless of when discovered, to:
 - 1) have a history of complaints of abuse of a minor;
 - 2) have resigned, been terminated, or been asked to resign from a position whether paid or unpaid, due to complaint(s) of sexual abuse of a minor; and/or
 - 3) have falsified or omitted information in this disclosure statement.
- d) This disclosure statement must be updated yearly and immediate notification provided to the camp if any information provided changes.

Signature _____ Date _____

Signature of Minor's Parent or Guardian _____ Date _____