



South Mountain YMCA Camps
Camp Conrad Weiser and Bynden Wood Day Camp
PO Box 147, Wernersville, PA 19565, (610) 670-2267, Fax (610) 670-5010
Application for Summer Employment

Name: _____

School Address: _____

Permanent Address: _____

Phone Number: _____ Cell Phone: _____

Position Applying for: _____ Resident Camp _____ Day Camp _____ Either _____

Work Experience: (Please list employment beginning with most recent. Account for all periods of time including self-employment and military service. List month and year for each for each employment period.)

1. Employer/Company: _____ Supervisor: _____

Address: _____ Telephone: _____

Position: _____ Date Employed: _____

Reason for Leaving: _____

2. Employer/Company: _____ Supervisor: _____

Address: _____ Telephone: _____

Position: _____ Date Employed: _____

Reason for Leaving: _____

3. Employer/Company: _____ Supervisor: _____

Address: _____ Telephone: _____

Position: _____ Date Employed: _____

Reason for Leaving: _____

4. Employer/Company: _____ Supervisor: _____

Address: _____ Telephone: _____

Position: _____ Date Employed: _____

Reason for Leaving: _____

Education: (List the names of attended Schools, Colleges, and/or Specialty Schools, degree/diploma earned, beginning with most recent.)

1. _____
2. _____
3. _____

Skill Assessment: (Rate your abilities and/or demonstrate each of the following using the scale: 1=excellent, 2-good, 3- fair, 4- no experience. Star any others you would like to become skilled.)

Shooting Sports

- ___ Archery
- ___ Trap
- ___ .22's

Aquatics

- ___ Sailing
- ___ Canoeing
- ___ Kayaking
- ___ Swimming

Nature/Outdoor Education

- ___ Ecologies
- ___ Outdoor Living Skills
- ___ Trip Leader
- ___ Astronomy

Adventure Education

- ___ Low Ropes/Challenge
- ___ Climbing Tower
- ___ High Ropes Course
- ___ Group Games

Creative Arts

- ___ Arts and Crafts
- ___ Dance
- ___ Music
- ___ Drama
- ___ Guitar
- ___ Photography
- ___ Woodworking

Athletics

- ___ Soccer
- ___ Basketball
- ___ Volleyball
- ___ Ultimate Frisbee
- ___ Martial Arts
- ___ Mountain Biking
- ___ Mountain Boarding

General Skills

- ___ Group Games
- ___ Chapel Services
- ___ Storytelling
- ___ Native American
- ___ Campfire Programs

Horseback Riding

- ___ English Riding
- ___ Western
- ___ Ring Lessons
- ___ Trail Rides

Other:

Qualifications/Certifications:

- | | | |
|---------------------------------------|----------------|------------------------|
| American Red Cross Lifeguard | ___ Yes ___ No | Expiration Date: _____ |
| American Red Cross WSI | ___ Yes ___ No | Expiration Date: _____ |
| NRA Instructor | ___ Yes ___ No | Expiration Date: _____ |
| American Red Cross Sailing Instructor | ___ Yes ___ No | Expiration Date: _____ |
| American Red Cross First Aid | ___ Yes ___ No | Expiration Date: _____ |
| American Red Cross CPR | ___ Yes ___ No | Expiration Date: _____ |
| Other Certifications: | | |
| _____ | | Expiration Date: _____ |
| _____ | | Expiration Date: _____ |

References: (Please list the name, relationship, and phone number of four people who would provide a reference. We recommend former employers, teachers, ministers, counselors, scout leaders, etc. Only one of the references may be a personal friend or family member.)

	Name	Relationship	Phone Number
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

When are you available for summer employment?:

How did you learn about South Mountain YMCA Camps?

On a separate sheet of paper, please write a short autobiography about yourself and tell us why you would like to be part of the South Mountain YMCA team. You may also send in a resume and cover letter if applicable.

I declare that all the information provided by me is accurate. I have read and understand the YMCA's Child Abuse/Neglect policy. I have provided a signed copy of the Criminal Disclosure Form.

I understand that my employment may be contingent upon a Criminal Record Background Investigations done at the YMCA's expense- and authorized by the YMCA to do so. I also understand that I may be subject to pre-employment and employment random drug testing at the discretion of the YMCA.

Signature: _____

Date: _____

South Mountain YMCA Camps Policies and Procedures on Institutional Child Abuse and Neglect

In order to effectively manage and prevent any form of child abuse and/or neglect, the South Mountain YMCA will follow these guidelines and procedures as recommended and established by the YMCA of the USA.

1. All staff will have a completed written application on file whether new or returning.
2. All staff will provide (4) references.
3. All staff will sign a declaration that will provide the opportunity for them to respond to any prior criminal activity and that they understand that child abuse and neglect is illegal and a punishable offense.
4. All staff may be subject to a National Background Investigation disclosing any record of criminal offense/activity/history by providing written authorization as part of their application.
5. All staff may be subject to pre-employment or employment random drug testing by providing written authorization as part of their application.

Policy

No child shall be subject to abuse, cruel, unusual, severe or corporal punishment including any type of physical hitting inflicted in any manner upon the body; punishments which subject the child to verbal abuse, ridicule or humiliation; denial of food, denial of bathroom facilities' punishment for soiling, wetting or not using the toilet; or punishment for eating or not eating food.

Definition

Child Abuse is the non-accidental commission of any act by a caretaker, which causes or creates substantial risk or harm to the child's physical and emotional well-being, including sexual abuse.

Child Neglect is the failure by a caretaker, either deliberately or through negligence, to take those actions necessary to provide a child with minimally adequate food, safety, clothing, shelter, medical care, supervision or other essential care.

Procedures for the Reporting of Suspected Child Abuse/Neglect

Any suspected institutional abuse is handled in the following manner:

1. Whoever has reasonable cause to believe that a staff member or caretaker has been abusive or neglectful toward a child or children shall notify the Executive Director or Camp Director or his/her designee, immediately.
2. The Executive Director, Camp Director or his/her designee, shall assess the circumstances and agree with the reporting person. Berks County Youth Services shall be notified immediately.
3. The allegedly abusive or neglectful staff member shall be immediately relieved of all direct duties until a BCYS investigation is complete and for such time as the BCYS requires.
4. The Executive Director and the Camp Director shall conduct an internal investigation into the alleged incident(s), speaking to all staff members, children and parents who have direct knowledge of the suspected incident(s).
5. The South Mountain YMCA shall cooperate in all investigations of abuse and neglect.

ALL STAFF ARE MANDATED REPORTERS

Berks County Youth Services (610) 478-6700 County Abuse Hotline (800) 932-0313

South Mountain YMCA REQUIRES each staff applicant to complete and sign the following declaration. It is understood that this information will remain confidential and will not be released without prior signed permission.

This form must be submitted with any application for a staff position.

Have you ever...	YES	NO	Explain "Yes" responses use additional paper if needed.
1. Been convicted of a felony?			
2. Been convicted of a crime involving child abuse, child neglect, moral turpitude or physical violence?			
3. Suffered any serious mental illness which might create a risk to those served by South Mountain YMCA as determined by and documented by a licensed physician?			
4. Evidenced drug or alcohol addiction within the past year determined or documented by a licensed physician?			
5. Been named as a perpetrator in an indicted or founded report of child abuse in accordance with the Child Protective Service Law (121 P.S. 2201-225)?			
6. Has any pending criminal arrests and/or charges related to child abuse, neglect and/or child sexual abuse?			

Excluded from this document are:

1. Traffic fines of \$50 or less
2. Any offense, other than an offense related to child abuse and/or child sexual abuse, committed prior to your 18th birthday, which was finally adjudicated in a juvenile court or under a youth offender law.
3. Any conviction which has been expunged under the Federal Youth Correction's Act or similar state authority.

I declare that the information provided above is true and accurate and that I have read and understand the South Mountain YMCA's Policies and Procedures of Institutional Abuse and Neglect.

Applicant Signature: _____

Date: _____

Applicant Name (please print): _____

National Background Investigations, Inc.
PO Box 966
Stevensville, MD 21666
Phone: (410) 604-2430* Fax: (410) 604-2496

Applicant Release and Authorization Form

Please complete each line thoroughly. Print legibly where required. Use black or blue ink only. Please provide minimum 7 years of Residential History Below. (Use separate sheet of paper if necessary).

Name: _____
(First, Middle, Last- Print Clearly)

Date of Birth: _____ Social Security Number: _____

Driver License Number: _____ State _____ Signature: _____

1. Current Address: _____ City/State: _____
County/Zip Code: _____ Dates/From: _____ To: _____

2. Previous Address: _____ City/State: _____
County/Zip Code: _____ Dates/From: _____ To: _____

3. Previous Address: _____ City/State: _____
County/Zip Code: _____ Dates/From: _____ To: _____

4. Previous Address: _____ City/State: _____
County/Zip Code: _____ Dates/From: _____ To: _____

5. Previous Address: _____ City/State: _____
County/Zip Code: _____ Dates/From: _____ To: _____

Witnessed by: _____ **Date:** _____

Thank you.