



2017 Camp Gravatt Staff Application



803.648-1817

Please direct any questions to
Frank Townsend, Summer Camp Director
camp@campgravatt.org

www.campgravatt.org

PERSONAL INFORMATION

Name _____ Preferred Name _____
Last First Middle

Gender _____ Date of Birth _____

Permanent Address _____
Street City State Zip

(If applicable) College Address _____
Street City State Zip

Cell Phone _____

E-mail _____ Age as of June 1, 2017 _____ Entering School Year for 2016-2017 _____

STAFF POSITIONS

Job Descriptions can be found at campgravatt.org. Please note the following dates:

- All staff members are expected to be available from May 26 through August 10, excluding session breaks.

List any dates you would need to be absent from camp and the reason: _____

Please note: Planned time off for school related functions are acceptable- however, personal/family vacation time off will not be granted.

The following positions *may* be available. Please specify those positions in which you are interested:

- Counseling Staff:
 Female Tent Counselor
 Male Tent Counselor

- Support Staff:
 Lifeguard*
 Archery Instructor*
 Canoe Instructor*
 Kitchen Manager/Asst. Manager
 Kitchen Assistant
 Office Intern
 Marketing Intern
 Program/Farm Intern
 Operations Intern
 Kitchen Intern

- Program Staff:
 Ropes Director/Asst. Director
 Waterfront Director/Asst. Director
 Art Director / GEEP Director
 Health Care Supervisor
 Head Female Counselor*
 Head Male Counselor*

* These are "add-ons" and should be applied for in addition to another position (i.e. lifeguard and counselor or canoe instructor and counselor). These positions may require additional certification which, if the applicant does not already possess, may be negotiated at time of hire.

Applicant's Name _____

EDUCATION

School Name	Location	Years Attended	Graduation Date	Area of Study
High School				
College				
Post Graduate				
Other				

EMPLOYMENT HISTORY

List all employment. Begin with most recent. Use additional paper if necessary.

Employer _____ Supervisor _____ Dates Employed _____
Address _____ City/ State/ Zip _____
Position(s) Held _____ Phone _____
Duties/Accomplishments _____

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Address _____ City/ State/ Zip _____
Position(s) Held _____ Phone _____
Duties/Accomplishments _____

CAMP EXPERIENCE AND QUALIFICATIONS

List any previous camp experience, either as a camper or staff member.

Camp _____ Director _____ Phone _____
Position(s) Held _____ Dates _____

Camp _____ Director _____ Phone _____
Position(s) Held _____ Dates _____

Camp _____ Director _____ Phone _____
Position(s) Held _____ Dates _____

Describe your experiences in working with children or youth. Attach an additional sheet if necessary.

Applicant's Name _____

BACKGROUND INFORMATION

For the following questions, you may use additional pages if needed.

1. Is there anything that would prevent you from performing your job responsibilities at Camp Gravatt? Yes No
If yes, how might Camp Gravatt reasonably accommodate you so that you would be able to do so?
2. Other than minor traffic violations, have you ever been convicted of any crimes? Yes No
If yes, please explain.
3. Have you ever been convicted of child molestation or child abuse? Yes No
4. Do you use illegal drugs? Yes No
5. Camp Gravatt is a tobacco-free environment. Will that be a problem for you? Yes No
If yes, explain.
6. As a part of the hiring process Camp Gravatt may screen the Internet for each candidate's online presence. Content deemed inappropriate for working with children in a Christian environment will end an applicant's candidacy. You will be required to accept a "friend" request from the director and/or assistant director and maintain "friend" status throughout your employment. Please list web addresses for all of your social networking sites (i.e. Twitter, Facebook, etc.):
7. Please specify any certifications you currently hold (lifeguard, canoe, first aid/CPR, etc): _____

A health statement, insurance information, criminal background check, and signed Community Covenant will be required of all staff prior to reporting for work.

TELL US ABOUT YOURSELF

Please answer the following questions as honestly as you can. Use an additional page if needed.

1. What do you hope to offer the children and youth at Camp Gravatt this summer? In answering this question, share your personal qualities and skills.
2. What do you want to get out of this job, for you?
3. What kind of additional duties would you like to take on that you would find fulfilling? (Does not necessarily have to be something that we already do at camp)

Applicant's Name _____

REFERENCES- For New Permanent Staff ONLY

Please list below the two people who will write references for you. Letters of recommendation from persons who know you well and are willing to supply information regarding your qualifications are an important part of your application. These persons might be teachers, employers, clergy, or youth ministers. Please submit names of people who are not relatives and have knowledge of your character, experience, work ethic, and/or spiritual development. Provide each person listed here with a reference form and a stamped addressed envelope. Address envelopes to: Frank Townsend, ATT: Staff Application, 1006 Camp Gravatt Road, Aiken, SC 29805

Name _____ How do you know this person? _____
Phone _____ Address _____ City State Zip _____

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AFFIRMATION AND RELEASE

I fully understand that the Bishop Gravatt Center (DBA Gravatt Camp and Conference Center and Camp Gravatt and hereinafter "Gravatt") has certain standards of conduct and appearance. If my application is accepted, I will fully cooperate in maintaining those standards. I also understand that employees of the Gravatt may verify any or all of the information on this application by contacting persons or organizations named hereon or by contacting any other person or organization that may have information concerning me. I hereby authorize investigation of all statements on this application, including any checks of criminal records. I release and agree to hold harmless from liability any person or organization that provides information to the Gravatt for the purpose of evaluating me as to my fitness to serve in the capacity for which I am seeking to be employed. I also agree to hold harmless the Gravatt and the officers, employees and volunteers thereof. In signing this application, I affirm that the information I have provided is true and correct to the best of my knowledge.

Signature of Applicant _____ Date _____

Signature of Parent/Guardian _____ Date _____
(if applicant is under 18 yrs of age)

Application Priority Deadline: 10/15/2016

Application review will begin on the priority deadline. Applications received after this date will be accepted but will be considered only if positions are unfilled. This application will only be considered if it is filled out completely and completed references received.



Camp Gravatt 2017 Staff Reference

Name of Applicant _____ Position(s) Applied for _____

Please reflect on the following statements when recommending the above applicant for a staff position.

Camp Gravatt is an Episcopal outdoor ministry for children and youth. The camp exists to provide a Christian community which is accepting, friendly, and stimulating, so that campers of all ages and backgrounds are able to make friends, learn responsibilities, become leaders, and grow in their faith journey.

Camp Gravatt carefully screens and selects staff for their Christian and personal maturity and for their interest in ministering to and building strong relationships with campers. Applicants should be emotionally stable, physically able, sensitive to the needs of others, and willing to be a part of a team. Each applicant should also have a desire to learn from other staff, campers, and the experiences of the camp itself. Staff members provide individual attention and supervision with excellent instruction in a variety of sports and activities within the context of a caring Christian community. Junior counselors assist with all aspects of programming and spend most of their days working directly with campers.

Please rate the applicant objectively, indicating your opinion with an "X" in the appropriate space. Make comments as desired.

Characteristic	Superior	Above Average	Average	Below Average	Unknown
Intellectual Attainment					
Emotional Stability					
Social Concern					
Cooperative Attitude					
Initiative					
Ability to Work with Children					
Leadership Capacity					
Integrity					

Please respond to the following questions, using the back of this paper or an additional sheet.

1. What is your relationship to the applicant and how long have you known him/her?
2. What skills and leadership will this person bring to Camp Gravatt?
3. How has this person been active in his/her congregation and community?
4. Describe this person's spiritual maturity – is he/she able and willing to share his/her faith journey?
5. As far as you know, does the applicant use alcohol, illegal drugs, or tobacco?
6. Do you unreservedly recommend this person for a staff position at Camp Gravatt? Why or why not?

Name _____ Position _____
 Congregation/Organization _____
 Contact Information (phone, email, etc.) _____
 Signature _____ Date _____

If you wish you may share this information with the applicant. This reference will not be shared with the applicant by Camp Gravatt and will be held in strict confidence. Thank you for your time and effort in completing this reference form.

Please direct your questions and return this form to
 Frank Townsend
 ATT: Staff Application
 1006 Camp Gravatt Road
 Aiken, SC 29805
 803.648.1817 ~ fax 803.648.7453
 camp@campgravatt.org
www.campgravatt.org

Applications received after the priority deadline of October 15, 2016 will be considered only if positions are unfilled.