

**Custaloga Town Scout Reservation
French Creek Council
Seasonal Staff Application**

Information about Employment

PLEASE READ THIS SECTION COMPLETELY BEFORE PROCEEDING.

- Custaloga Town Scout Reservation is a five hundred acre Scout Reservation. It has been serving the French Creek Council youth since it opened in 1968. Custaloga Town Scout Reservation (C.T.S.R.) is located in Carlton, PA and offers all Scouts the opportunity to experience the many camping programs and training conferences available for them and their families.
- Applicants are considered without regard to race, color, religion, sex, national origin, age (if over 18, or 21 for certain positions), marital status, veteran status, or presence of a disability that is unrelated to your ability to perform the job requested.
- **THE MINIMUM AGE REQUIREMENT IS 15.** BSA standards require a minimum age of 21 for some positions. (Minimum age of 14 is required for Counselor in Training.)
- Length of employment varies with job assignment. The majority of summer contracts run from June 13 to August 15.
- Applicants must be registered members of the Boy Scouts of America or agree to become registered before employment begins. The principles of the Scout Oath and Law must be practiced as a way of life.
- As a facility of the BSA, the staff is expected to set an example of excellence in Scouting, which includes the proper wearing of the uniform, and adhere to Custaloga Town Scout Reservation standards of personal appearance. Extreme hairstyles, unkept facial hair, or inappropriate jewelry (in the opinion of the camp management) are not allowed.
- Salary is based on position responsibility with consideration given to the individual's experience.
- Review the list of jobs in the various departments; indicate three preferences, and **COMPLETE THE ENTIRE APPLICATION**, even if you have worked at C.T. S. R. before and/or if you have submitted a resume. Applications with a variety of departmental choices have a better chance at placement than those with only one choice.
- **AT LEAST ONE LETTER OF RECOMMENDATION OR A COMPLETED REFERENCE FORM, PREFERABLY FROM A SCOUTMASTER IS REQUIRED. THE INFORMATION SHOULD BE SEALED IN AN ENVELOPE AND MAILED AT ABOUT THE SAME TIME AS YOUR APPLICATION**
- Some positions require vehicle driving. You must supply a current driving record at time of application from your state of license to qualify for such a position. Three moving violations or one DWI/DUI within the past three years will disqualify you from a driving position.
- Every applicant who is offered a job will be required to complete the Employment Eligibility Verification (I9) form.
- Return your application with a letter of reference to Custaloga Town Scout Reservation at the address below. You will be notified when a decision is reached.

**Seasonal Personnel C.T. S. R., 1815 Robison Road West, Erie, PA 16509
814-868-5571/1-800-851-2392**

SEASONAL EMPLOYMENT APPLICATION

YEAR _____ Summer

PLEASE TYPE OR PRINT

Name _____
Last First Middle

Mailing Address _____
Street City State Zip

Permanent Address _____
Street City State Zip

Phone # _____
Present Area Code and Number Permanent Area Code and Number

E-Mail Address _____

Social Security Number Driver's License Number State Date of Birth (if under 21)

Name and Phone Number of Person to Contact in an Emergency

Have you ever been convicted of a felony? (You may answer "no" if your conviction has been ordered sealed, expunged, or eradicated.) ___Yes ___No. Conviction of a crime is not an automatic bar to employment. All circumstances will be considered, including what you were convicted of and how long ago. Please provide complete information about the conviction by attaching a separate statement.

Is there anything French Creek Council should know that makes you unsuitable to work with children? ___Yes ___No

Is there any reason you would be unable to drive a C.T.S.R. vehicle? ___Yes ___No (ie. DWI, moving violations, etc.)

If yes to either, explain _____

CHOICES OF EMPLOYMENT

Department Position
First Choice _____
Second Choice _____
Third Choice _____

NOTE: Enclose a brief resume of your experience regarding each of your choices and be sure to complete information on facing page. If your choices involve driving, you must submit a current motor vehicle record.

PLEASE BE VERY SPECIFIC REGARDING DATES YOU ARE AVAILABLE TO START AND END
Dates Available for Employment (Be Specific): From [Month][Day] To [Month][Day]

Past Staff Positions _____ Location _____ Years(s) _____

Youth Organization Experience _____

Currently Registered as _____ Unit No. _____ Council/Organization _____

Number Years Tenure as a Youth _____ As an Adult _____

Offices Held _____

BSA Rank: _____ Other Achievements: _____ Order of the Arrow _____

Have You Ever Served on a Camp Staff? _____ When/Where? _____

Describe Leadership Experience _____

Describe Training Experience _____

List Current Certifications and Date (Fist Aid, CPR, EMT, Rifle, etc) _____

Hobbies, Skills, and special Interests _____

Musical Instrument Played _____

EDUCATIONAL BACKGROUND

Name & Location	Number of Years Attended	Major	Degree/Graduation Date
High School _____			
College _____			
Other _____			
Scholastic Honors _____			
Sports _____			
Activities _____			
Offices Held _____			
Languages Spoken Other Than English _____			
Final Grade Point Average _____			

EMPLOYMENT

Present or Most Recent Employer _____ May We Contact ___ Yes ___ No

Address _____ Phone Number _____

From _____ To _____ Job Title _____ Supervisor's Name _____

Description of Duties (indicate significant responsibilities, accomplishments, and contributions) _____

Reason for Leaving _____

Have you ever been discharged or asked to resign for any job? ___ Yes ___ No

If Yes, Why? _____

Are you aware of any limitations that you have which would prevent you from performing any of the positions for which you have applied?
 ___ Yes ___ No. Explain _____

Will you give French Creek Council permission to do a background check? (Please initial) _____ Yes _____ No

REFERENCES: Give French Creek Council name and addresses of the persons (not relatives) who have knowledge of your character, experience and ability.

Name	Address, City, Zip	Day Phone Number	Evening Phone Number
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

You will be expected to reside in housing provided by C.T. S. R. as part of your employment. Most summer housing is in two person tents on platform. **Housing for married couples and their families is very limited. If you need family housing, attach a letter detailing the extent of request giving ages and sex of each dependent.** Management reserves the right to enter your quarters for inspection at its discretion.

I hereby make application for employment, and in accordance with the principles of the organization, subscribe to the Scout Oath or Promise, Law and Declaration of Religious Principle. I agree to be loyal to and cooperate fully with all the BSA policies, program, and management including those described in the application. I further agree to submit a completed Heath and Medical Record upon my arrival, if selected. I understand that a personal interview may be required before employment will be granted.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision, including but not limited to any investigation of statements made regarding any previous criminal record. I authorize all my previous employers, schools, and all other references to furnish the information requested. I hereby declare that the information provided by me in this application for employment is accurate and complete to the best of my knowledge. I understand that any falsification or misrepresentation in the application is cause for discharge and denial of workers' compensation benefits

Signature _____ Signature of Parent if under 18 _____ Date _____

FRENCH CREEK COUNCIL STAFF APPLICANT REFERENCE Custaloga Town Scout Reservation

_____ is applying for a seasonal position at Custaloga Town Scout Reservation where more than 40 members are employed each summer. The success of Custaloga Town Scout Reservation operation depends upon its staff. Mature, competent, top-flight people are required to fulfill this important responsibility.

We would greatly appreciate your frank evaluation of this applicant. Please complete this form at your earliest convenience and return to:

Camping Department, French Creek Council, 1815 Robison Road West, Erie, PA 16509

How well do you know this applicant?

Very well _____ Rather well _____ Casually _____ Do not know this person _____

Please circle the phrase that best describes the applicant's behavior. Your comments are also of the utmost importance.

APEARANCE:	flawless	well-groomed	generally neat	slovenly
DEPENDABLILITY:	exceptional	usually dependable	requires supervision	irresponsible
INITIATIVE:	resourceful/self motivated	industrious	has necessary drive	indifferent
PERSONALITY:	bland	pleasing	outgoing	magnetic
COOPERATION:	inspires confidence	cooperates willingly	usually cooperative	obstructionist
LEADERSHIP:	inspirational	able to take charge	good team member	incapable of leading
ATTITUDE:	always enthusiastic	positive	generally acceptable	negative
COMMON SENSE:	lacking	needs experience	usually sound	always uses sound judgment
ORAL EXPRESSION:	eloquent	fluent, excellent grammar/vocabulary	satisfactory	limited
INTEGRITY:	always trust-worthy	generally reliable	sometimes lacking	can't be trusted

What, in your estimation, is this person's greatest ability? _____

What, in your estimation, can this person improve upon? _____

Recommendation: _____ highly recommend employment
_____ recommend employment
_____ do not recommend employment

**Please put any addition comments
On the reverse side**

Date _____ Signed _____

Council _____ Position _____

French Creek Council
Boy Scouts of America