



**Cardinal Kids Camp Counselor Employment Application – Summer 2012**  
 Please type or print NEATLY

Please provide a cover letter, referral, completed resume, and all 7-page segments of this application to the Office of Recreation Services, RC 201A for complete consideration

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Campus Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Home Address: \_\_\_\_\_

Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Sex: **MALE**                      **FEMALE**

Class standing for spring, 2011?    FR    SO    JR    SR    GRAD    OTHER: \_\_\_\_\_

Major(s): \_\_\_\_\_ Minor: \_\_\_\_\_

Grade Point Average: \_\_\_\_\_

Do you have CURRENT safety certifications in any of the following:  
 (Please copy current certification cards and attach to your application)

Certification	Agency Granted	Expiration Date
Lifeguarding		
Disease Prevention		
CPR Child		
CPR Child		
Water Safety Instructor		
AED		
Other (Please Describe)		

- A. Please describe WHY you would like to work for the **Cardinal Kids Camp, 2012:**  
**(Use additional sheets if necessary)**
- B. What qualities would you bring the Cardinal Kids Camp if selected to be a counselor?
- C. Are you now, or have you ever been, an employee of Recreation Services? What position did you have?
- D. Are you planning to take classes during either term in the summer, 2012? YES NO
- E. If YES, indicate the class and meeting times: SUM I \_\_ SUM II \_\_
- F. Will you be involved with any other activity for the summer, 2012? YES NO  
If yes, please explain:
- G. Detail any experience that you may have working for previous camps, or with children:  
**(Use additional sheets if necessary)**

H. Please list the names, titles, and telephone numbers of three references that we may contact:

Name:			
Title:			
Phone Number:			
Address:			
Relationship to Reference:			

Please List the last three jobs you have held beginning with the most recent. Include your supervisor's name and the position you held.      This is my first Job (Circle is Applicable)

Position	Place of Employment	Wage	Time Worked	Why Left

H. What experiences, if any, do you have working with children specifically in grades 5-8?

I. As a counselor, how would you "empower" children within grades 5-8?

J. Detail ONE activity that you could organize including **ALL** of the following items:

1. 4 orange cones
2. 4 buckets
3. 4 soccer balls

K. Answer this question as honestly and completely as possible.

A camper that you are directly responsible for is teasing and disrespecting other campers in your group. She/he is very respectful to you and other counselors and none of the other campers have complained directly to you about their peer. But, you know she/he is bullying the other children. How would you handle this situation?

**L. Criminal History/Bureau of Motor Vehicles Check Statement:**

Have you ever been convicted of a felony? YES\_\_\_ NO\_\_\_

If YES, please explain:

Have you ever had your driver's license revoked or suspended? YES\_\_\_ NO\_\_\_

If YES, please explain:

Are your driving privileges currently revoked or suspended? YES\_\_\_ NO\_\_\_

I hereby give Ball State University, and the Office of Recreation Services (as my possible employer) full and complete authority to complete a criminal background history check (including date of birth), regardless of where I have lived or currently reside. I do understand that this be conducted in accordance within the Indiana State Police, or other outside agencies. I understand this check will also include a motor vehicle check as well. I do understand that if I do not agree or abide to such a check, I will not be employed as a camp counselor with the Office of Recreation Services, and I will not be further considered for this position.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Current Address: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

**EMPLOYEE AVAILABILITY SHEET**

Please cross out all times you have class or other commitments, and highlight the times you prefer to work.

5-6 a.m.	5-6 a.m.	5-6 a.m.	5-6 a.m.	5-6 a.m.	5-6 a.m.	5-6 a.m.
6-7 a.m.	6-7 a.m.	6-7 a.m.	6-7 a.m.	6-7 a.m.	6-7 a.m.	6-7 a.m.
7-8 a.m.	7-8 a.m.	7-8 a.m.	7-8 a.m.	7-8 a.m.	7-8 a.m.	7-8 a.m.
8-9 a.m.	8-9 a.m.	8-9 a.m.	8-9 a.m.	8-9 a.m.	8-9 a.m.	8-9 a.m.
9-10 a.m.	9-10 a.m.	9-10 a.m.	9-10 a.m.	9-10 a.m.	9-10 a.m.	9-10 a.m.
10-11 a.m.	10-11 a.m.	10-11 a.m.	10-11 a.m.	10-11 a.m.	10-11 a.m.	10-11 a.m.
11- noon	11- noon	11- noon	11- noon	11- noon	11- noon	11- noon
noon-1 p.m.	noon-1 p.m.	noon-1 p.m.	noon-1 p.m.	noon-1 p.m.	noon-1 p.m.	noon-1 p.m.
1-2 p.m.	1-2 p.m.	1-2 p.m.	1-2 p.m.	1-2 p.m.	1-2 p.m.	1-2 p.m.
2-3 p.m.	2-3 p.m.	2-3 p.m.	2-3 p.m.	2-3 p.m.	2-3 p.m.	2-3 p.m.
3-4 p.m.	3-4 p.m.	3-4 p.m.	3-4 p.m.	3-4 p.m.	3-4 p.m.	3-4 p.m.
4-5 p.m.	4-5 p.m.	4-5 p.m.	4-5 p.m.	4-5 p.m.	4-5 p.m.	4-5 p.m.
5-6 p.m.	5-6 p.m.	5-6 p.m.	5-6 p.m.	5-6 p.m.	5-6 p.m.	5-6 p.m.
6-7 p.m.	6-7 p.m.	6-7 p.m.	6-7 p.m.	6-7 p.m.	6-7 p.m.	6-7 p.m.
7-8 p.m.	7-8 p.m.	7-8 p.m.	7-8 p.m.	7-8 p.m.	7-8 p.m.	7-8 p.m.
8-9 p.m.	8-9 p.m.	8-9 p.m.	8-9 p.m.	8-9 p.m.	8-9 p.m.	8-9 p.m.
9-10 p.m.	9-10 p.m.	9-10 p.m.	9-10 p.m.	9-10 p.m.	9-10 p.m.	9-10 p.m.
10-11 p.m.	10-11 p.m.	10-11 p.m.	10-11 p.m.	10-11 p.m.	10-11 p.m.	10-11 p.m.
11-midnight	11-midnight	11-midnight	11-midnight	11-midnight	11-midnight	11-midnight

Do you currently have another job on campus? (yes/no) \_\_\_\_ Where? \_\_\_\_\_

If you have or have had a prior job on campus, do you have a barcode? \_\_\_\_\_

Do you have any commitments other than class? (Yes/No) \_\_\_\_\_

If so, please list? \_\_\_\_\_

**PLEASE COMPLETE THE ATTACHED AVAILABILITY SHEET**

**By signing below:** I hereby certify that all statements made on this application and all other documents I have submitted in support of my application are true and complete to the best of my knowledge. My signature also indicates that I give Ball State University, and the Office of Recreation Services (as my possible employer) full and complete authority to complete a criminal background history check (including date of birth), regardless of where I have lived or currently reside. I do understand that this be conducted in accordance within the Indiana State Police, or other outside agencies. I understand this check will also include a motor vehicle check as well.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Philosophical Statement: (300 words or less)**

On this page, please explain your philosophy of discipline and “fun” regarding children. In addition, please tell us what you believe to be the most important thing for a child to take away from summer recreational/educational camps.

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Thank you for your interest in working for the Office of Recreation Service’s **Cardinal Kids Camp** for 2012. The camp will last approximately 9 weeks (Monday, June 4 – August 3). You will be contacted if an interview is requested.

Ball State University, the Office of Recreation Services, and Cardinal Kids Camp are equal opportunity employers.