Girl Scouts Heart of Michigan
APPLICATION FOR SEASONAL EMPLOYMENT

Girl Scouts Heart of Michigan (GSHOM) provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, gender identity, national origin, age, disability, genetic information, marital status, amnesty or status as a covered veteran in accordance with applicable federal, state and local laws. GSHOM complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities.

PLEASE TYPE OR PRINT

Name ____________________________________________________________
(Last) (First) (Middle)

Current Mailing Address ____________________________________________
City, State, ZIP __________________________________________________
Phone Number ( ) __________________________
Permanent Address ________________________________________________
City, State, ZIP __________________________________________________
Phone Number ( ) __________________________ Cell Phone Number ______________
E-mail Address ____________________________________________________

Present occupation or school attending ________________________________
Dates available ___________________________ to __________________________
Where/How did you learn about this position? __________________________
Have you been convicted of a crime involving children? Yes ___ No ____
Have you ever been convicted of a crime (other than minor traffic violations)? Yes ____ No ____
If yes, please state offense, date _______________ and location ________________
Do you have any pending felony charges against you? If yes, please describe. Yes ______ No ____
(A conviction record or pending felony charge will not necessarily be cause for disqualification).

POSITION DESIRED
Please number your first, second, and third choices for desired position:
___ Assistant Director-Counseling  ___ Assistant Director-Program  ___ Health Officer
___ Assistant Director-Aquatics Coordinator  ___ Equestrian Assistant  ___ Lifeguard
___ Kitchen Coordinator  ___ Equestrian Coordinator  ___ CIT Coordinator
___ Kitchen Assistant  ___ Office Coordinator  ___ Program Coordinator
___ Aquatics Coordinator  ___ Trip Coordinator  ___ Adventure Coordinator

CAMP DESIRED
Please number your first, second, and third choices for desired Camp:
___ Camp Merrie Woode – Plainwell, MI  ___ Camp Linden – Linden, MI  ___ Camp O’The Hills
___ PATC Day Camp - Kalamazoo
EDUCATION

Name of schools attended (high school, college, graduate school)  

1. ____________________________________________________

2. ____________________________________________________

3. ____________________________________________________

List major study and specific courses related to the positions desired:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

RECREATION/CAMP EXPERIENCE

Did you ever attend camp as a child?  □ Yes  □ No  IF YES, PLEASE COMPLETE:

Type of camp:  □ Girl Scout  □ Other  □ Day Camp  □ Resident Camp  Number of summers participated ____

Have you ever completed a counselor in training leadership program?  □ Yes  □ No

Have you ever worked as a camp staff member?  □ Yes  □ No  IF YES, PLEASE COMPLETE:

1. Name of Camp ___________________________ Position Held ___________________________ Type of Camp ___________________________ City/State ___________________________ Dates of Employment ___________________________ Phone Number ( ) ___________________________ Camp Director ___________________________ Description of Duties ___________________________

   Reason for Leaving ___________________________

2. Name of Camp ___________________________ Position Held ___________________________ Type of Camp ___________________________ City/State ___________________________ Dates of Employment ___________________________ Phone Number ( ) ___________________________ Camp Director ___________________________ Description of Duties ___________________________

   Reason for Leaving ___________________________

EMPLOYMENT/VOLUNTEER EXPERIENCE

1. Name of Employer ___________________________ Position Held ___________________________ Address of Employer ___________________________ Dates of Employment ___________________________ Phone Number ( ) ___________________________ Name and Title of Supervisor ___________________________ Description of Duties ___________________________

   Reason for Leaving ___________________________
2. Name of Employer _______________________________  Position Held ________________________  Address of Employer _______________________________  Phone Number (        ) ___________________

Name and Title of Supervisor ________________________________________________________________
Description of Duties ___________________________________________________________________________
Reason for Leaving _____________________________________________________________

3. Name of Employer _______________________________  Position Held ________________________  Address of Employer __________________________________________________________  Dates of Employment _______________________________  Phone Number (        ) ___________________

Name and Title of Supervisor ________________________________________________________________
Description of Duties ____________________________________________________________
Reason for Leaving _____________________________________________________________

TRAINING AND SKILLS

Courses taken in training or leadership
Agency  Place  Dates
___________________________________________________________
___________________________________________________________

Other Training and Experience:

<table>
<thead>
<tr>
<th>CERT. DATE</th>
<th>Agency</th>
<th>Place</th>
<th>Dates</th>
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<tbody>
<tr>
<td>Lifeguard Training</td>
<td>Registered Nurse</td>
<td>(State _____)</td>
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<tr>
<td>Water Safety Instructor</td>
<td>Licensed Practical Nurse</td>
<td>(State _____)</td>
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<tr>
<td>Basic Swimming Instructor</td>
<td>E.M.T.</td>
<td>(State _____)</td>
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<td>USA Archery Level 1</td>
<td>Wilderness First Aid</td>
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<td>ServSafe</td>
<td>Wilderness First Responder</td>
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<tr>
<td>ARC Sailing Instructor</td>
<td>C. P. R.</td>
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<tr>
<td>ARC Canoe Instructor</td>
<td>CPR for the Professional Rescuer</td>
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<tr>
<td>Other</td>
<td>First Aid</td>
<td>(Level ________)</td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td>Licensed Driver</td>
<td>(State _____)</td>
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References

Please provide the name and contact information for three references who are not related to you.

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<thead>
<tr>
<th>Name</th>
<th>Connection to You</th>
<th>Phone Number</th>
<th>Email</th>
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I hereby authorize you to check all my educational references and the personal and employment references as indicated on this application. I further authorize these references to release to you all information that they have about me (check all that apply):
Present employer _____  Present employer after accepting position _____
Previous employer _____  References listed above _____
Applicant's Statement
Can you perform the essential functions of the job position for which you are applying with or without accommodation?
Yes _____________ No _____________

I authorize the Girl Scouts Heart of Michigan ("Girl Scouts") to investigate all statements contained in this application, including records of any former employers, police departments and other references or sources concerning me. I hereby release the Girl Scouts from any liability whatsoever as a result of such inquiries and disclosures. I waive any written notice of the release of such records that may be required by state or federal law.

This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I understand that this employment application and any other Girl Scout documents are not contracts of employment, and that any individual who is hired may voluntarily leave employment upon proper notice and may be terminated by the council at any time. Girl Scouts Heart of Michigan is an "at will" employer. I understand that any oral or written statements to the contrary are hereby expressly disavowed and should not be relied upon by any prospective or existing employee.

I certify that my answers to the preceding questions are true and complete and that I have not knowingly withheld any information which might, if disclosed, affect my application unfavorably. I understand that any misrepresentation or omission of facts on this application will be cause for rejection of this application or dismissal after employment and that employment is subject to verification of references and satisfactory completion of a probation period. I understand, also, that I am required to abide by all rules and regulations of the Girl Scouts Heart of Michigan.

Applicant's Signature: ____________________________________________  Date:

Return this application to:

Please view job description for appropriate return address