



# CAMPJCC

## APPLICATION FOR EMPLOYMENT

The United Jewish Federation of Tidewater/ Marilyn & Marvin Simon Family Jewish Community Center is firmly committed to a policy of equal employment opportunity for all qualified persons without regard to race, color, religion, national origin, age, gender, sexual orientation, non-disqualifying disability or veteran status.

GENERAL INFORMATION	Last Name				First name		Full Middle Name		Other Names You Have Used			
	Street				City		State		Zip			
	( )				( )		( )					
	Home phone				Business Phone		Mobile Phone					
	How were you referred?				<input type="checkbox"/> School		<input type="checkbox"/> Other					
	<input type="checkbox"/> Walk-in				<input type="checkbox"/> Government Employment Agency							
	<input type="checkbox"/> Employee Name _____				<input type="checkbox"/> Private Employment Agency:							
	<input type="checkbox"/> Advertisement Source:				<input type="checkbox"/> Friend or Relative							
	If hired, can you provide proof that you are legally eligible to work in the U.S.?								<input type="checkbox"/> Yes		<input type="checkbox"/> No	
	If Under 18, can you provide proof of eligibility to work?								<input type="checkbox"/> Yes		<input type="checkbox"/> No	
EMPLOYMENT DESIRED	What position are you applying for?						Salary Desired:					
	Please check below all that apply											
	<input type="checkbox"/> Sr. Counselors (High School Graduates or 18 years old ) <input type="checkbox"/> Junior Counselor (High School Rising Junior and 16 years old) <input type="checkbox"/> Specialist ( Activities: Sports, Music, Arts, etc.,) <input type="checkbox"/> Special needs Lead Shadow Counselor <input type="checkbox"/> Special needs Shadow Counselors <input type="checkbox"/> Administrative Assistant <input type="checkbox"/> Nurse ( RN or LPN) <input type="checkbox"/> Other _____											
	What date are you available for employment?											
If temporary or seasonal, please list last day of work.												
Please list any qualifications you have which you feel would benefit your application, including any professional licenses and/or certifications:												
EDUCATION	TYPE OF SCHOOL		NAME OF HIGH SCHOOL		LOCATION		MAJOR FIELD OF STUDY		DID YOU GRADUATE?		DEGREE (Mo. & Yr. or expected date of completion)	
	HIGH SCHOOL											
	COLLEGE OR UNIVERSITY											
	OTHER FORMAL EDUCATION											

PROFESSIONAL REFERENCES	NAME	ADDRESS Street, City, State & Zip Code	AFFILIATION	TELEPHONE NUMBER

EMPLOYMENT HISTORY		Please give past work experience, including service performed as an independent contractor, as completely as possible, starting with your most recent work experience. Include summer employment, unemployed or self-employed periods; show dates and locations. Use extra sheet if needed.			
Position Held:	Company Name & Address:			<input type="checkbox"/> Full time <input type="checkbox"/> Part time <input type="checkbox"/> Temp	
Type of business	Phone No.	Nature of Work	Employed		
			From:	To:	
<input type="checkbox"/> Resigned <input type="checkbox"/> Laid Off <input type="checkbox"/> Discharged <input type="checkbox"/> Currently Employed	Reason for leaving:		Salary		
	May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No		Starting:	Final:	
Position Held:	Company Name & Address:			<input type="checkbox"/> Full time <input type="checkbox"/> Part time <input type="checkbox"/> Temp	
Type of business	Phone No.	Nature of Work	Employed		
			From:	To:	
<input type="checkbox"/> Resigned <input type="checkbox"/> Laid Off <input type="checkbox"/> Discharged <input type="checkbox"/> Currently Employed	Reason for leaving:		Salary		
	May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No		Starting:	Final:	
Position Held:	Company Name & Address:			<input type="checkbox"/> Full time <input type="checkbox"/> Part time <input type="checkbox"/> Temp	
Type of business	Phone No.	Nature of Work	Employed		
			From:	To:	
<input type="checkbox"/> Resigned <input type="checkbox"/> Laid Off <input type="checkbox"/> Discharged <input type="checkbox"/> Currently Employed	Reason for leaving:		Salary		
	May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No		Starting:	Final:	
Position Held:	Company Name & Address:			<input type="checkbox"/> Full time <input type="checkbox"/> Part time <input type="checkbox"/> Temp	
Type of business	Phone No.	Nature of Work	Employed		
			From:	To:	
<input type="checkbox"/> Resigned <input type="checkbox"/> Laid Off <input type="checkbox"/> Discharged <input type="checkbox"/> Currently Employed	Reason for leaving:		Salary		
	May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No		Starting:	Final:	



CAMP EXPERIENCE	NAME OF THE CAMP	ADDRESS Street, City, State & Zip Code	SUPERVISOR'S NAME & TELEPHONE NUMBER	TITLE OR POSITION HELD
PROGRAM SKILLS	<i>Optional</i>			
	Please check the skills which you possess. Double check those you can teach.			
	<input type="checkbox"/> <input type="checkbox"/> Acting/ Directing <input type="checkbox"/> <input type="checkbox"/> Astronomy <input type="checkbox"/> <input type="checkbox"/> Aquatics/ Lifeguard <input type="checkbox"/> <input type="checkbox"/> Ballet <input type="checkbox"/> <input type="checkbox"/> Balloon Animals <input type="checkbox"/> <input type="checkbox"/> Basketball <input type="checkbox"/> <input type="checkbox"/> Boating <input type="checkbox"/> <input type="checkbox"/> Camp Crafts <input type="checkbox"/> <input type="checkbox"/> Camping <input type="checkbox"/> <input type="checkbox"/> Ceramics <input type="checkbox"/> <input type="checkbox"/> Dance, Type _____ <input type="checkbox"/> <input type="checkbox"/> Dramatics <input type="checkbox"/> <input type="checkbox"/> Drawings <input type="checkbox"/> <input type="checkbox"/> Face Painting <input type="checkbox"/> <input type="checkbox"/> Golf	<input type="checkbox"/> <input type="checkbox"/> Group Games <input type="checkbox"/> <input type="checkbox"/> Group Singing <input type="checkbox"/> <input type="checkbox"/> Gymnastics <input type="checkbox"/> <input type="checkbox"/> Hebrew <input type="checkbox"/> <input type="checkbox"/> Jewish Holiday Program <input type="checkbox"/> <input type="checkbox"/> Jewish History <input type="checkbox"/> <input type="checkbox"/> Jewelry <input type="checkbox"/> <input type="checkbox"/> Leadership Skills <input type="checkbox"/> <input type="checkbox"/> Leather <input type="checkbox"/> <input type="checkbox"/> Magic <input type="checkbox"/> <input type="checkbox"/> Metal Craft <input type="checkbox"/> <input type="checkbox"/> Musical Instrument <input type="checkbox"/> <input type="checkbox"/> Nature <input type="checkbox"/> <input type="checkbox"/> Painting <input type="checkbox"/> <input type="checkbox"/> Paper Mache	<input type="checkbox"/> <input type="checkbox"/> Photography <input type="checkbox"/> <input type="checkbox"/> Rock Climbing <input type="checkbox"/> <input type="checkbox"/> Shabbat Program <input type="checkbox"/> <input type="checkbox"/> Sewing <input type="checkbox"/> <input type="checkbox"/> Soccer <input type="checkbox"/> <input type="checkbox"/> Softball <input type="checkbox"/> <input type="checkbox"/> Song Leading <input type="checkbox"/> <input type="checkbox"/> Story Telling <input type="checkbox"/> <input type="checkbox"/> Swimming <input type="checkbox"/> <input type="checkbox"/> Tennis <input type="checkbox"/> <input type="checkbox"/> Tumbling <input type="checkbox"/> <input type="checkbox"/> Volleyball <input type="checkbox"/> <input type="checkbox"/> Wood Working <input type="checkbox"/> <input type="checkbox"/> Other, Please Explain.	

**Agreement:**

On entering the employ of The United Jewish Federation of Tidewater ("UJFT")/Marilyn & Marvin Simon Family Jewish Community Center ("JCC") I agree to observe all the rules of my employer and governmental regulations which may apply to my duties. I understand that any continuation of my employment shall depend upon satisfactory replies on any background checks and from my references, acceptance by the bonding company and performance satisfactory at all times to my employer. I understand and agree that my employment is for no definite period of time and may, regardless of the date of payment of my wages and salary, be terminated, with or without cause or notice, and without liability for doing so at any time. I understand that no representative of the UJFT/JCC, other than the Executive Vice President or Chief Operating Officer, has authority to enter into any agreement for employment for any specified period of time or make any agreement contrary to the foregoing, and that any such agreement, to be enforceable, must be in writing and signed by Executive Vice President or Chief Operating Officer of the UJFT/JCC.

**I hereby acknowledge that The United Jewish Federation of Tidewater/ Marilyn & Marvin Simon Family Jewish Community Center or its agents may wish to conduct a complete investigation of my background and suitability to provide services to UJFT/JCC as an Employee. I hereby consent to and authorize the release to UJFT/JCC or its agents of any and all information in the possession of any police department or other law enforcement agency, department of motor vehicles, any other state or federal agency, any personnel representing any school which I have attended, any past or present employer, any bank or other financial institution, or any credit bureau or other credit reporting agency. My signature appearing hereon should be accepted by any of the above described persons or entities as my request to disclose information in their possession to JCC or its agents. I hereby release from any and all liability JCC and its agents including any persons or entities described above which either gathers or releases information pursuant to this consent and authorization.**

I further consent to any testing as may be required by UJFT/JCC, including but not limited to drug and/or alcohol testing.

I certify that the information provided herein is true and complete to the best of my knowledge and belief. I understand and agree that providing false, incomplete, or misleading information will be grounds for a decision not to employ me or to terminate my employment immediately without liability for doing so.

\_\_\_\_\_

\_\_\_\_\_

# To be completed by JUNIOR COUNSELOR APPLICANT & PARENT (Only)

Camp JCC strives to make a difference in the lives of everyone who is part of our camp community, and we value the opportunity to mentor young staff through the Jr. Counselor position. In addition to the meaningful relationships that our staff members form with campers, camp parents, and colleagues, Camp JCC teaches Jr. Counselors to problem solve, be part of a team, and understand workplace decorum. Camp JCC campers and counselors alike rely on all Camp JCC personnel to be present, adhere to Camp JCC policies, and to actively ensure the safety, health, and well-being of everyone in our camp community.

I, \_\_\_\_\_ as a Jr. Counselor candidate (Minor) at Camp JCC, understand that Camp JCC is a job with responsibilities. All staff members are required to follow all UJFT and Camp JCC policies, which will be detailed in the Camp employee handbook. These policies include but are not limited to:

- Arriving to shifts on time, staying through their shift, and departing only at the designated times.
- Abiding by Camp JCC cell phone policy.
- Presenting positively in demeanor and having and/or wearing appropriate camp apparel. (Clothing, proper footwear, bathing suit, etc.)
- Communicating directly and independently with camp leadership for issues pertaining to their position at Camp JCC.
- Providing advance notice (by May 15) of planned vacations and proper advance notice (1 week minimum) if additional time off is needed, to the best of their ability.
- Minimizing appointments occurring during camp hours.
- Following the social media policy of Camp JCC and the United Jewish Federation of Tidewater.
- Maintaining confidentiality and discretion as required.

## Applicant's Signature

\_\_\_\_\_

Date: \_\_\_\_\_

## Parental Consent:

**If staff member is under 18 years of age at the time of signing this document, please have a parent or legal guardian also complete the section below.**

*I understand and agree that \_\_\_\_\_ will be subject to the terms and policies set forth in this document and have discussed them with him/her.*

Printed Name of Adult: \_\_\_\_\_ Relationship: \_\_\_\_\_

Signature of Adult: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**AUTHORIZATION FOR RELEASE OF INFORMATION**

I hereby authorize the United Jewish Federation of Tidewater/Marilyn and Marvin Simon Family Jewish Community Center and its designated agents and representatives to conduct a comprehensive review of my background through a consumer report and/or an investigative consumer report to be generated for employment, promotion, reassignment or retention as an employee. I understand that the scope of the consumer report/investigative consumer report may include, but is not limited to the following areas: verification of social security number, current and previous residences, employment history including all personnel files, education, character references, credit history and reports, criminal history records from any criminal justice agency in any or all federal, state county jurisdictions, motor vehicle records to include traffic citations and registration and any other public records.

I authorize the complete release of these records or data pertaining to me which an individual, company, firm, corporation, or public agency may have. I understand that I must provide my date of birth to adequately complete said screening, and acknowledge that my date of birth will not affect any hiring decisions. I hereby authorize and request any present or former employer, school, police department, financial institution or other persons having personal knowledge of me, to furnish bearer with any and all information in their possession regarding me in connection with an application for employment. This authorization and consent shall be valid in original, fax, or copy form.

I hereby release the United Jewish Federation of Tidewater/Marilyn and Marvin Simon Family Jewish Community Center, and its agents, officials, representatives, or assigned agencies, including officers, employees, or related personnel both individually and collectively, from any and all liability for damages of whatever kind, which may at any time, result to me because of compliance with this authorization. You may contact me as indicated below. I understand that a copy of this authorization may be given to me at any time, provided I request it in writing. Information on this application and results of the background investigation will be maintained in confidence in accordance with company hiring practices.

Name: \_\_\_\_\_  
                    First                      Middle (full name)                      Last                      Maiden

Current address: \_\_\_\_\_  
                                    Street                                      City                                      State                                      Zip Code

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_                      SSN: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Driver's License Number: \_\_\_\_\_                      Issuing State: \_\_\_\_\_

May we contact your current employer?                      Yes                       No

Have you been convicted of a felony, misdemeanor or traffic infraction?                      Yes                       No

If yes, please explain. \_\_\_\_\_

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

*Please print all former names used (maiden or AKA) and residences of the past seven (7) years (city, state and zip code).*

\_\_\_\_\_  
\_\_\_\_\_

**Parental Consent:**

**If staff member is under 18 years of age at the time of signing this document, please have a parent or legal guardian also complete the section below.**

*I understand and agree that \_\_\_\_\_ will be subject to the terms and policies set forth in this document and have discussed them with him/her.*

Printed Name of Adult: \_\_\_\_\_ Relationship: \_\_\_\_\_

Signature of Adult: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_



**Camp JCC 2021 Staff Application for Summer Employment  
June 12, 2022 - August 12, 2022**

Name \_\_\_\_\_ Date \_\_\_\_\_

The following positions will exist for the summer of 2022: All positions will serve as role models for campers and each other. **United Jewish Federation of Tidewater/Simon Family JCC, and the Sandler Family Campus, have a mandatory vaccination policy for all employees, subject to the exceptions of valid accommodation, and exemption requests. See HR for listing of reasonable accommodations.**

**Sr. Counselors** (minimum requirement - 18 years old or high school graduate). They will serve as the lead counselor of their assigned unit participating in all aspects of the group’s activities. They will serve as a role model for campers and other staff and will directly communicate all issues with the Unit Heads.

**Jr. Counselors** (minimum requirement - 16 years old entering junior year of high school). They will assist the Sr. Counselors and campers in all aspects of the day.

**Specialists** will lead activity periods such as sports, arts & crafts, music, nature, etc. and must have knowledge and experience related to the specialty they are leading. Must be responsible and have the ability to instruct, assist, and supervise children in a positive manner.

**CAMP JCC T-SHIRT SIZE (CHOOSE ONE )**

<input type="checkbox"/>	<b><u>SMALL</u></b>
<input type="checkbox"/>	<b><u>MEDIUM</u></b>
<input type="checkbox"/>	<b><u>LARGE</u></b>
<input type="checkbox"/>	<b><u>X-LARGE</u></b>
<input type="checkbox"/>	<b><u>XX-LARGE</u></b>
<input type="checkbox"/>	<b><u>OTHER (List size: _____ )</u></b>

All programs run Monday-Friday, 8:15 until 3:45pm (except where noted).

\*\*A mandatory weekly staff meeting will take place at 4:00pm on Thursdays during the summer.\*\*

Camp Katan (Lower Camp) – (4 & 5 year olds) – In Camp Katan, parents can choose a full-day or half- day option, based on their needs. This summer, campers in Lower Camp can look forward to special programs throughout the summer, **in addition to two family evenings.**

Camp Gadol (Upper Camp) - (Grades 1<sup>st</sup> -8<sup>th</sup> ) – Camp JCC is a traditional day camp that allows every child to explore their own interests and try new activities within a safe camp atmosphere. This summer includes a Camper Choice activity where campers will have the opportunity each week to choose an activity to participate in for the week. In addition, we have the following exciting activities planned that may include late stays and/or overnights for certain groups.

**Please indicate if you are interested in any of the following extra positions:**

- Before Camp Counselor AM: 7 :15AM-8:45AM
- After Camp Counselor PM: 3:45PM-6:00PM

**Last Blast (Post Camp) – (5 year olds- 11 Years) – Camp JCC provides an extra two weeks of fun!**

\_\_\_\_\_ Last Blast (Post Camp) - Session 1: August 15-19

\_\_\_\_\_ Last Blast (Post Camp) - Session 2: August 22-26

Please understand that you are applying for a seasonal position that will last for up to eight weeks of camp, depending upon enrollment, between June 21 and August 12, 2022, plus staff orientation (which will be held on June 12th -June 17<sup>th</sup> ) and a Camper-Counselor Meet & Greet the evening of June 20<sup>th</sup> . Last Blast Camp runs August 15<sup>th</sup> -August 26<sup>th</sup> .

**\*Staff orientation is mandatory.**

- Specific assignments will not be available until June during staff orientation.
- If you have any questions, contact Taffy Hunter, Director of Human Resources at (757) 965-6117.
- Applications for consideration **MUST be returned as soon as possible**. Early return is encouraged!

**All Camp JCC activities will follow CDC/VDH COVID-19 protocols and restrictions.**



Please take the time to fill out the following:

Camp JCC employment requires 8 weeks attendance plus mandatory staff orientation. Please list date(s) of any pre-planned school, college or family trips scheduled during camp weeks.

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Tell us about your experience working with children:

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List any hobbies, extra-curricular activities, or skill(s) that you have:

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Why do you want to work at Camp JCC this summer?

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What unique contributions can you make to Camp JCC this summer?

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Please write below a 3-5 sentence biography of yourself for information that may be distributed to camp families.

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Please sign to indicate that to your knowledge all of the above information is true.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Thank you for your interest in CAMP JCC 2022

Administrative Use: Date of Interview: \_\_\_\_\_ Status: \_\_\_\_\_ Salary: \_\_\_\_\_

757-321-2338 Human Resources 757-965-6117