



Dear Friend of Camp Grace Bentley,

Thank you for your interest in employment at Camp Grace Bentley.

Positions available include:

Camp Counselor: Plan events, activities and care for children with physical and/or mental disabilities. Reside at the camp for 6 weeks while we are in session. (June 26-August 6, 2021) A desire to work with special needs children. Some lifting required.

Camp Health Officer: Certified Nurse Assistant (CNA) or higher (RN, LPN, EMT or Medical First Responder). Must be licensed to distribute medications and take care of minor ailments of the campers. Required to live at the camp at all times that we are in session (June 26-August 6, 2021). A private residence is provided.

Camp Cook: Plan and prepare 3 meals per day for about 50 people. Supervise kitchen assistants and housekeepers. Some lifting required. This position is for 6 weeks only while camp is in session. (June 26-August 6, 2021)

Kitchen Assistant: Assist camp cook in preparation of meals and kitchen clean up. Maintain and keep camp facilities spotlessly clean.

Please complete the enclosed application and mail it to the following address
(*be sure to use adequate postage*):

Camp Grace Bentley

c/o Anthony DeWolfe

1321 Concord Place Dr

Apartment 3-D

Kalamazoo, MI 49009

We are excited to receive your application. If you have further questions, please call 313.962.8242 or email campgracebentley@gmail.com.

We look forward to the possibility of seeing you this summer!

Best regards

Marisa Boettcher

Director



Camp Grace Bentley

Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

_____ *City State ZIP Code*

Home Phone: _____ Email _____

Dates Available: _____ **TO** _____ Cell Phone: _____ Date of Birth: _____

How did you hear about Camp Grace Bentley: _____

Are you 18 years of age or older?	YES <input type="checkbox"/>	NO <input type="checkbox"/>		Gender	Male <input type="checkbox"/>	Female <input type="checkbox"/>
Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
Have you ever worked for this company?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, when?	_____		
Have you ever been convicted of a felony or misdemeanor?	YES <input type="checkbox"/>	NO <input type="checkbox"/>				

If yes, explain: _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Major Concentration or coursework: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

References

Please list three professional references. NOTE: If hired, you must submit 3 signed letters of recommendation

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Previous Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Personal & Special Qualifications

- | | | |
|--|---------------------------------|--------------------------------|
| Do you have previous experience working in a camp environment? | YES
<input type="checkbox"/> | NO
<input type="checkbox"/> |
| Do you have previous experience working with special needs children? | YES
<input type="checkbox"/> | NO
<input type="checkbox"/> |
| Do you have current lifeguard certification? | YES
<input type="checkbox"/> | NO
<input type="checkbox"/> |

What contributions do you feel that you can make, or think would be important to assure the campers have a positive experience at Camp Grace Bentley? _____

How do you think a well-run camp impacts the lives of the campers? _____

What are some of your hobbies, interests, travels, etc...? _____

Do you have any conditions that would limit your ability to watch over children at camp? _____

What activities do you feel comfortable leading? _____

Are you able & willing to assist the campers with showering, feeding and diapering (when necessary)? YES NO

What do you hope to learn while working at Camp Grace Bentley? _____

Being a counselor at Camp Grace Bentley requires that everyone work as a team. Please describe your idea of "teamwork."? _____

Is there anything you would like to add? _____

Disclaimer / Application Statement and Signature

Application Statement:

I understand and acknowledge that employment at Camp Grace Bentley is a seasonal position and only for the approaching summer while camp is in session.

I understand that in applying for a camp position, the information which I have furnished on this application is subject to verification, which may include a criminal history check and request from any Central Registry of child abusers. I authorize previous employers to share employment information.

I understand and acknowledge that any employment or volunteer relationship with Camp Grace Bentley is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause.

I understand that I am required to abide by all rules and regulations of Camp Grace Bentley.

I certify that all statements and information given on this application are true, complete and correct. I understand that falsified information is grounds for immediate dismissal.

I understand that I may be required to mail in additional information as well as my signature to authorize a criminal background check.

Signature: _____ Date: _____