

**Girl Scouts of Middle Tennessee** is an equal opportunity employer. All applicants for employment will be considered without regard to race, color, religion, gender, age, national origin, citizenship, disability, or other status protected by applicable law.

**INSTRUCTIONS:**

- Answer all questions. Write legibly with black or blue ink. Feel free to use additional paper.
- Incomplete applications will not be considered.
- Send via mail:

**Girl Scouts of Middle Tennessee**  
attn: Camp Director  
4522 Granny White Pike, Nashville TN 37204

or email:

**Camp Holloway Director**  
CampHolloway@gsmidtn.org  
Phone/Fax: (615) 460-0212

**Camp Sycamore Hills Director**  
CDirector@gsmidtn.org  
Phone/Fax: (615) 460-0239

Application Date: \_\_\_\_\_ Are you a returning staff member?  Yes  No

To which camp are you applying?  Camp Holloway  Camp Sycamore Hills  Either

Name: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Mailing Address (Street, Apt. #): \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Preferred Phone: (\_\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_ University You Attend: \_\_\_\_\_

Are you over eighteen (18) years of age?  Yes  No

Are you legally authorized to work in the United States?  Yes  No

Earliest Available Date to Start: \_\_\_\_\_ Available to Work Until: \_\_\_\_\_

Can you perform the essential functions of the job with or without accommodations?  Yes  No

**Position(s) Desired** (After reviewing our job descriptions, please rank your top 5 positions with 1 being the highest.)

Please review the job descriptions in our Staff Employment Opportunities Packet or on our website prior to completing this section.

**COUNSELING TEAM**

- \_\_\_\_\_ Lead Unit Counselor
- \_\_\_\_\_ Lead Unit Counselor: Day Camp\*\*
- \_\_\_\_\_ Lead Unit Counselor: Travel\*\*
- \_\_\_\_\_ Assistant Lead Unit Counselor
- \_\_\_\_\_ Unit Counselor
- \_\_\_\_\_ Unit Counselor: Day Camp\*\*

**PROGRAM TEAM**

- \_\_\_\_\_ Lead Adventure Counselor
- \_\_\_\_\_ Lead Aquatics Counselor
- \_\_\_\_\_ Adventure Counselor
- \_\_\_\_\_ Aquatics Counselor
- \_\_\_\_\_ Archery Counselor
- \_\_\_\_\_ Arts Counselor
- \_\_\_\_\_ Creative Arts Counselor
- \_\_\_\_\_ Culinary Counselor\*\*
- \_\_\_\_\_ Equestrian Counselor\*
- \_\_\_\_\_ Media Counselor
- \_\_\_\_\_ Nature/Outdoor Counselor

**LEADERSHIP TEAM**

- \_\_\_\_\_ Program Manager
- \_\_\_\_\_ Resource Counselor

**SITE & SUPPORT TEAM**

- \_\_\_\_\_ Bus Driver
- \_\_\_\_\_ Business Specialist
- \_\_\_\_\_ Facilities Counselor
- \_\_\_\_\_ Staff Host\*

**HEALTH TEAM**

- \_\_\_\_\_ Health Officer
- \_\_\_\_\_ Assistant Health Officer\*

**KITCHEN TEAM**

- \_\_\_\_\_ Cook
- \_\_\_\_\_ Kitchen Manager
- \_\_\_\_\_ Kitchen Staff

\*Camp Sycamore Hills ONLY  
\*\*Camp Holloway ONLY

**How Did You Hear About Our Camps?** *(Please include all that apply.)*

Website (name): \_\_\_\_\_ Flyer (name): \_\_\_\_\_  
 Newspaper (name): \_\_\_\_\_ Camp /Job Fair: \_\_\_\_\_ Location: \_\_\_\_\_  
 Camp Employee (name): \_\_\_\_\_ Other (explain): \_\_\_\_\_

**Interests and Abilities** *(Read the following rating system carefully and place the appropriate number in front of each activity.)*

- 4 - I am a qualified expert with teaching experience and could lead this program.  
 3 - I am excellent in this activity. I have no teaching experience, but I can lead this program.  
 2 - I have done and I am familiar with this activity, and with training, I would like to lead this activity.  
 1 - I have little to no experience but am interested in this activity.  
 0 - I have no experience or familiarity with this activity.

_____ Archery	_____ Low Challenge Course	_____ Team Building
_____ Art	_____ Music	_____ Theatre / Drama
_____ Canoeing / Kayaking	_____ Outdoor Cooking	_____ Tree Climbing
_____ Climbing	_____ Outdoor Skills <i>(Leave No Trace, Firebuilding, Knot Skills, etc.)</i>	_____ Woodworking
_____ Coding	_____ Rappelling	_____ Yoga
_____ Cooking / Baking	_____ Robotics	<i>Please fill in other interests and abilities:</i>
_____ Dance	_____ Sign Language	_____
_____ High Challenge Course	_____ STEM Activities	_____
_____ Horseback Riding	_____ Swimming	_____

**Training History** *(Please see job descriptions for required and/or preferred certifications. Include a copy of current certifications.)*

CERTIFICATION	CERTIFYING ORGANIZATION	CERT. DATE	EXP. DATE
Lifeguard Training			
First Aid / CPR			
Water Safety Instructor			
Healthcare License <i>(E.M.T., L.P.N., RN, Doctor, NP)</i>			
Equestrian Instructor <i>(CHA, etc.)</i>			
Challenge Course Level 1 or 2 <i>(Rock Climbing, Tree Climbing, High Challenge, Swing-By-Choice, Flying Squirrel)</i>			
Canoeing / Kayaking			
Other			

**Employment History** *(List most recent first, including up to 3 years of work history. Attach an additional sheet if needed.)*

Employer Name: \_\_\_\_\_ Employer Phone: (\_\_\_\_\_) \_\_\_\_\_  
 Employer Address (Street, Apt. #): \_\_\_\_\_ City, State, Zip: \_\_\_\_\_  
 Position: \_\_\_\_\_ Dates of Employment: \_\_\_\_\_  
 Major Responsibilities: \_\_\_\_\_  
 Reason for Leaving: \_\_\_\_\_  
 Supervisor Name: \_\_\_\_\_

Employer Name: \_\_\_\_\_ Employer Phone: (\_\_\_\_\_) \_\_\_\_\_  
 Employer Address (Street, Apt. #): \_\_\_\_\_ City, State, Zip: \_\_\_\_\_  
 Position: \_\_\_\_\_ Dates of Employment: \_\_\_\_\_  
 Major Responsibilities: \_\_\_\_\_  
 Reason for Leaving: \_\_\_\_\_  
 Supervisor Name: \_\_\_\_\_

## Education

	NAME	LOCATION	MAJOR / MINOR <i>(Course of Study)</i>	YEAR IN SCHOOL	EXPECTED GRADUATION & DEGREE EARNED
High School					
College					
College					
Other					

## Experience as a Camper or Camp Staff Member *(List most recent summers if you have more than will fit on this page.)*

_____	_____	_____	_____
Camp Name & Location	Sponsoring Organization	Year	Camper / Staff Position
_____	_____	_____	_____
Camp Name & Location	Sponsoring Organization	Year	Camper / Staff Position
_____	_____	_____	_____
Camp Name & Location	Sponsoring Organization	Year	Camper / Staff Position

## Questions *(Please answer the following questions and give careful consideration to each. Attach an additional sheet if needed.)*

1. Please elaborate on your camp experience listed above.

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2. Why do you want to work at Girl Scout summer camp?

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3. What are three (3) strengths you bring to this position? How will these benefit our campers?

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4. What do you hope to gain from the experience?

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## For Your Information

All staff are expected to step in where needed and always be a positive influence for our campers. The primary responsibility of all staff is to be focused on the girls. Working at camp can be an extremely rewarding job. Many staff members return year after year to create special memories and make lasting impressions. We feel that it is our obligation to share the following information with you during the application process so you can make an informed decision about working for our camp programs.

**Please review information carefully and initial each section before submitting your application:**

- \_\_\_\_\_ **Registered Member** - All staff must become an adult member of Girl Scouts of the USA and pay the \$25 membership fee.
- \_\_\_\_\_ **Camp Facilities** - Staff must be willing to live and work in the following facilities with reasonable accommodation: platform tents, screened cabins, or dorm style cabins. Bathrooms may be separate from cabins or tents. **We cannot guarantee housing.**
- \_\_\_\_\_ **No Smoking** - All use of tobacco, vaping, or nicotine delivery systems are prohibited on camp properties. To partake in such substances, you must leave camp property only during scheduled time off.
- \_\_\_\_\_ **Return to Work on Sundays** - Staff must return to work at the required time, usually 12:00 PM on the day they are scheduled to work (Sundays are the start of the work week). Some positions may have alternate schedules.
- \_\_\_\_\_ **Tattoos and Body Piercings (including facial piercings)** - Must be covered at all times. Facial piercings may be replaced with clear studs.
- \_\_\_\_\_ **Hair Color** - Must be natural shades: red, blonde, black, gray, and brown are acceptable.
- \_\_\_\_\_ **Physical Working Conditions at Camp** - Physical requirements: possible lifting of up to 50 lbs.; able to work in rustic, outdoor conditions (e.g. exposure to wildlife, hiking 5-10 miles per day on uneven terrain); subject to various weather conditions; etc.
- \_\_\_\_\_ **Unless specified, most camp positions require you to live on the property for the duration of your work week.**

Camp work is demanding, requires long hours and adherence to camp policies that may be limiting (curfews, limited time-off, lack of privacy, no pets, no smoking, limited use of electronic devices, etc.). Is there anything that would prohibit you from complying with this lifestyle and our camp policies?  Yes  No

If you marked yes, please explain: \_\_\_\_\_  
\_\_\_\_\_

Have you ever been convicted of a crime (other than traffic violations)?  Yes  No

If yes, please state offense, date, and location. *(A conviction record will not necessarily be cause for disqualification.)*

\_\_\_\_\_

\_\_\_\_\_

## Signature Authorization *(Please read carefully before signing.)*

**Please review information carefully and initial each section before submitting your application:**

- \_\_\_\_\_ I certify that the information provided on this application is true and complete. I understand that falsification or omissions of any kind of information will disqualify me from employment and/or will result in dismissal if discovered at a later date.
- \_\_\_\_\_ I hereby authorize you to contact any individuals and organizations identified on this application to verify information provided and to obtain additional reference information. I further authorize such individuals and organizations to release to you all information they have about me. I will not bring any claims against the Girl Scouts of Middle Tennessee or against any individual or organization based upon my references provided. I understand if offered employment, my position is subject to receipt of satisfactory references.
- \_\_\_\_\_ I understand that this application and any other Girl Scout documents are not contracts for employment and/or for any definite period of time, and that any individual who is hired may be terminated by the Girl Scouts at any time for any reason without advance notice. 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 understand working at camp demands an unselfish attitude. My concerns and efforts must always be primarily directed toward the physical and psychological welfare of the campers. Though management is very supportive, it is important that I recognize that camp counseling is a responsible job requiring a high level of care.
- \_\_\_\_\_ I understand all statements made on this application become part of any future employee personnel file.

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