

2021 CAMP STAFF APPLICATION

Virginia Headwaters Council, BSA
801 Hopeman Parkway
Waynesboro, VA 22980
540-943-6675



Camp Shenandoah, BSA
222 Boy Scout Lane
Swoope, Virginia 24479
director@campshenandoah.org

Tell Us About You	
Name: _____	Address: _____
City: _____	State: _____ Zip: _____ Phone: (____) _____ - _____
DOB (as of June 1, 2021): ____/____/____	Email: _____
Are You a Student? ____ If Yes, Where? _____	Grade (as of June 30, 2021): _____
Staff Classification You Are Interested In:	
CIT (Unpaid Counselor in Training) 14-15 years old: _____	Junior Staff 15-17 years old: _____ Senior Staff 18+ years old: _____
Were you offered a staff employment position (CIT or paid) at Camp Shenandoah for the 2020 summer season? Yes ____ No ____	
Applicants who were offered a position in 2020 will be first interviewed for 2021 if this application is submitted prior to December 31, 2020.	

Staff Positions	Note: Not All Positions May Be Available.	
For CIT (Counselor In Training) Must be First Class and 14 years old, or older, as of June 1, 2021.		
___ CIT	List 4 areas of interest: _____ _____	
Applicants 15 years old or older as of June 1, 2021 (rank your preferred position of interest, 1 through 4)		
Central/Administrative Staff		
___ Camp Director **	___ Camp Chaplin **	___ Ranger Assistant *
___ Program Director **	___ Camp Commissioner *	___ Office Manager *
___ Health Officer *		
Support Services Staff		
___ Head Cook **	___ Trading Post Manager **	
___ Assistant Cook *	___ Trading Post Staff	
___ Dining Hall Steward *		
___ Dining Hall Staff		
Senior Program Staff (18 years old and older as of June 1, 2021)		
___ Archery Rangemaster	___ Nature Director	___ Shotgun Rangemaster **
___ Aquatics Director **	___ Rifle Rangemaster *	___ Skilled Trades Director *
___ Asst. Aquatics Director	___ Scoutcraft Director *	___ STEM Director *
___ Handicraft Director *	___ Shooting Sports Director **	___ Timber Mountain Director **
* Position requires a minimum age of 18 ** Position requires a minimum age of 21		
Junior Program Staff (15 years old and older as of June 1, 2021)		
___ Merit Badge Instructor. Please rank your areas of skill or interest:		
___ Handicraft	___ Scoutcraft	___ Skilled Trades
___ Nature	___ Shooting Sports	___ STEM
		___ Timber Mountain
___ Aquatics Merit Badge Instructor. Must be at least 16 years old as of June 1, 2021. A current BSA or ARC Lifeguard certification and First Aid/CPR for Health Care Professional is required. With advance request, the camp can provide opportunities to take these courses.		

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General Information	Check all that apply
Previous Camp Staff: _____ First Aid Certification: _____ CPR/AED Certification: _____ BSA or ARC Lifeguard Certification: _____	
Number of Years Previous Summer Camp Attended: _____ NYLT _____ or Wood Badge Taken: _____ Staff: _____ Year(s): _____	
BSA National Camp School certification in: _____ Expires: ____/____/____	
Other Certifications: _____	
List Your School Activities, Sports, Community Involvement: _____ _____ _____	

Employment History
Currently Employed? _____ Employer: _____
Address: _____ City: _____ State: _____ Zip: _____
Supervisor Name: _____ Phone: (____) _____ - _____
Previous Employer: _____
Address: _____ City: _____ State: _____ Zip: _____
Supervisor Name: _____ Phone: (____) _____ - _____

Scouting Experience
None: _____ Cub: _____ Scout BSA: _____ Venture: _____ Girl Scouts: _____ Years Active: _____ Highest Rank: _____
Current Registration (if any): Unit Number: _____ Council: _____
Leadership Positions Held: _____
If Registered, Current Leader's Name: _____ Phone: (____) _____ - _____

References	People Who Could Be Contacted For More Information
Name: _____ Occupation: _____ How Known: _____	Home Phone: (____) _____ - _____ Work Phone: (____) _____ - _____ Years Known: _____
Name: _____ Occupation: _____ How Known: _____	Home Phone: (____) _____ - _____ Work Phone: (____) _____ - _____ Years Known: _____

Before signing, please read Page 3 of this Application. The Virginia Headwaters Council, BSA is an equal opportunity employer. All non-CIT Camp Staff employees are expected to be available for the entire summer season: June 20, 2021—August 6, 2021. Exceptions must be requested during interviews. In addition, prior to June 20, 2021, you will be expected to participate in two training weekends and agree to take online training in advance of arriving at camp.

I know of no reason why my health would limit full camp participation. If employed, I will provide proof of a current physical examination (BSA Annual Health and Medical Record, Parts A, B & C), and if not a currently registered member of the Boy Scouts of America, I will register prior to June 13, 2021.

The Boy Scouts of America can expect my loyalty to management, it's policies, programs, and my full cooperation with other members of the staff. I agree to act in accordance with the standards set forth in the Scout Oath and Law, and the statement of Religious Principle. I also understand, and agree, that I will be an at-will seasonal employee of the Virginia Headwaters Council on assignment as per my Employment Agreement.

_____ / _____ / _____
 Applicant signature Guardian signature (if under 18) Date

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Camp Shenandoah is MUCH More Than a Summer Job!

Interested in teaching Scouts ages 11-17 in an outdoor environment? Camp Shenandoah, the Virginia Headwaters Council Scouts BSA Camp, is now hiring camp staff for 2021. Come work in an exciting outdoor environment while you teach Scouts skills that last a lifetime.

What You'll Do

- Assist in the safe operation of camp.
- Provide excellent program for Scouts and Scouters ranging from merit badges to open programs.
- Lead outdoor education programs for youth and adults.
- Make friendships that will last a lifetime.

Requirements

- CITs must be First Class and at least 14 as of June 1, 2021. Staff must be 15 years of age or older as of June 1, 2021. 15 year old youth may be offered either a CIT or a Junior Staff position.
- CITs must be able to attend Staff Week (June 20—26, 2021) and at least two weeks of Resident Camp.
- Staff must be willing to live on camp Sunday—Saturday AM from mid-June to early-August (cabin room and board provided).
- Scouting experience preferred but not a requirement for summer employment.
- New employees will be required to provide proof of identity and right to employment prior to June 1, 2021.
- Employees under the age of 16 will be required to receive a work permit through the Virginia Employment Certificate System.
- Several rounds of interviews will be held through the year; the first will be in December. Every new staff member is interviewed by our camp management ensuring we only hire the best and to discover what area of camp might be a good fit.
- After the interview, you will receive a response letter. If we have found a match for you, congratulations! Sign and return your letter of employment and we'll follow up with important employment forms and information on staff orientation. Our onboarding process is completely online you can complete on a computer, tablet or smart phone.

Training Requirements

- All camp staff must complete a series of trainings and provide proof of completion upon their arrival at camp. For your convenience, trainings are offered online.
- Upon completion of online training, a copy of each certificate must be uploaded to WorkBright or printed and brought to camp. You will not be able to work at camp unless proof of all required training is confirmed by the camp management team.
- Online training you can take prior to reporting to camp: Youth Protection Training, Hazardous Weather Training and Unlawful Harassment Training.

Internships

Internships are an excellent opportunity for current college students to gain hands-on experience in the non-profit industry. Beyond reoccurring internship positions, the Virginia Headwaters Council will design an internship program to fit a student's interests and career aspirations from development and grant writing to field service and program staff.

FMI...

Specific questions or comments may be directed to Scott Lancey, council Program & Camping Director at:
scott.lancey@scouting.org