

Support Staff Application Summer 2010



Please mail application to:

Tracy Bomberg
 Camp TEKO, Temple Israel
 2324 Emerson Ave S.
 Minneapolis, MN 55405
 Phone: 612-374-0321
 tbomberg@templeisrael.com
Incomplete applications will not be considered.

Name _____ Date _____

Address _____
Street City State Zip

Phone numbers - H (____) _____ W (____) _____ C (____) _____

E-mail _____

Check One: I am 16-17 18 or older Date of Birth* ____/____/____
*not used as a basis for employment.

Emergency Contact Name _____ Relationship _____

Home Phone (____) _____ Work/Cell Phone (____) _____

Camp TEKO's summer location is on Lake Minnetonka in Long Lake, MN.

Can you work at Camp TEKO from June 15 – August 20? Yes No

Date Available to Start _____ Last Date Available _____

Please list all previously held positions at a summer camp (if any) _____

Camp staff t-shirt size: Small Medium Large X-Large

Please indicate position(s) for which you are applying. Be sure that you meet the qualifications listed. Hiring decisions will be based upon the needs of camp and qualifications of applicants.

Applying For	Position	General Description	Minimum Desired Qualifications
	Camp Nurse	Assess and treat campers and staff, cooperate with other full-time staff, maintain records, maintain cleanliness of facility, distribute medications as directed, provide appropriate parent contact	LPN, EMT, or RN, Current CPR/1 st Aid, excellent triage and communication skills, experience with children *Please attach resume/C.V.
	Head Cook	Order food, prep, cook, clean up in kitchen, supervise Assistant Cook	3-5 yrs food service experience, 18 years old
	Assistant Cook	Prep, cook, wash dishes/clean up in kitchen, assist Head Cook	1+ yrs food service experience preferred
	Office Manager	Receptionist, general secretarial work, answer camper parent questions, run camp errands	Friendly, computer, verbal and writing skills
	Assistant Office Manager	Receptionist, general secretarial work, answer camper parent questions, run camp errands, assist Office Manager	Friendly, computer, verbal and writing skills

Please indicate which certifications you currently have and their expiration dates. Attach copies of all certification cards.

___ CPR (Expires ___/___) ___ First Aid (Expires ___/___) ___ Other _____
 ___ Nursing License (Type) _____ (Expires ___/___)

Education

School Name and Address	Graduated		Area of study
High School:	Yes	No	
College:	Yes	No	
	Yes	No	

Work/Volunteer Experience

Employer/Organization Name	Dates of Employment and Your Responsibilities	Supervisor/Contact Name & Number

Have you ever been convicted of a felony or misdemeanor other than a traffic violation?
 No Yes If Yes, state charge, date and disposition of case _____

Are you able to perform essential functions of the position for which you are applying?
 Yes, I have no limitations No, I have some limitations. Explain _____

Please provide references. At least one should be related to work/volunteer experience.

Reference _____
 Relationship _____ Phone _____
 Address _____
Street City State Zip

Reference _____
 Relationship _____ Phone _____
 Address _____
Street City State Zip

Note: If an employment agreement is offered, I understand that I must uphold the mission, customs, and values of Camp TEKO. These items will be explained in detail prior to the signing of any employment agreement. I authorize investigation of all statements herein and release camp and all others from liability in connection with same. I understand that untrue, misleading, or omitted information herein may result in dismissal, regardless of the time of discovery by the camp.

Signature _____ Date _____
If applicant is under 18 years of age, a parent/guardian must sign as well.

Parent/Guardian Signature _____ Date _____