



Cherokee Retreat Center
370 Wilderness Camp Rd.
White, GA 30184
877-647-8542
program@cherokeeretreatcenter.com
www.cherokeeretreatcenter.com

SUMMER STAFF APPLICATION - please use ink

GENERAL INFORMATION:

Name:

Last *First* *Middle*

Birth date: ____/____/____ Social Security #: ____/____/____

E-Mail address: _____

Phone # @ home: () ____ - ____ Phone # @ school or work: () ____ - ____

Home Address: _____

Street *City* *State* *Zip*

College Address, if appropriate: _____

Street *City* *State* *Zip*

Are you a licensed driver? ____ if yes, what state? ____ License #: _____

Sign your full name if you are willing to have a background check: _____

EDUCATION:

Present Grade or School level (or level completed): _____

Schools/colleges attending or attended- List most recent first:

School	City/State	Major	Year Grad./Degree
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Intended or current vocation (if known): _____

CHURCH INVOLVEMENT AND PARTICIPATION:

Name of your home church: _____

Minister's Name and Church Address: _____

Church activity involvement: _____

WORK EXPERIENCE:

Starting with the most recent, list past work experience:

<u>Place of Employment</u>	<u>Supervisor</u>	<u>Phone #</u>	<u>Dates</u>	<u>Nature or Work</u>
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_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

EXTRACURRICULAR AND WORK EXPERIENCE:

List organizations (high school, college, church, etc.) in which you have participated and your role in the organization:

REFERENCES AND ADDITIONAL INFORMATION:

*Please give the enclosed reference forms to **at least 3 people** who are not related to you that will act as a reference for you. It would be helpful for you to put your name by the space marked RE: and sign the release form and mark if you are willing to waiver your right to see your reference forms. These people should be knowledgeable not only about your character, but should know your qualifications for the position for which you are applying. One reference MUST be from either your pastor, church educator, youth leader or other person from your church. These forms should be mailed directly to Cherokee Retreat Center to the address on the form. These are required for employment consideration. CIT's will not be considered for scheduling until all 3 forms are in to this office. It is your responsibility to follow up with your references to make sure they mail them in.*

Please list below the names, complete addresses and phone numbers of the people you are asking to be a reference for you.

Name	Address	Phone #	Relationship to you
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Have you ever been the subject of an investigation by the Department of Family and Children Services or comparable government entity for abuse of any kind, including child abuse, sexual abuse, etc.? _____ If so, please provide additional details including date, place, charge and your explanation of event.

Have you ever been treated or hospitalized for alcohol or substance abuse, and emotional disorder or psychiatric illness? _____ If so, please provide additional information including dates of treatment.

I hereby authorize, by my signature below, Cherokee Presbytery, Cherokee Retreat Center, its agents and employees to contact for verification any and all references, employers, law enforcement agencies and so specifically release Cherokee Presbytery, Cherokee Retreat Center, of any and all claims arising from such inquiries or contacts, and further release any and all persons and entities from any claim arising from their responding to such inquiries or contact. By my signature, I verify that all information on this application is true to the best of my knowledge and understand that any falsification on my part is grounds for not being for hire or termination of employment with Cherokee Retreat Center, or even brought on as a volunteer.

Signature: _____ Date: ____/____/____

You are invited to attach a resume, biographical sketch, and/or other information relevant to this application.

Camp Cherokee

Summer Staff Reference Form

Return to: Cherokee Retreat Center, 370 Wilderness Camp Rd., White, Georgia 30184

To (reference name):

RE (applicant name):

Dear _____, (name of reference)

Perhaps the most important part of having a great summer camping program is quality staff, whether volunteer or paid. The quality of the staff affects every aspect of the camping program, including the enjoyment and safety of the campers.

_____ (name of applicant) has recommended that you could help provide us with information about his/her qualifications for work at Camp Cherokee this summer.

It is important to have an honest and objective evaluation; therefore we sincerely request that your answers to questions below represent the best evaluation of the applicant as you know them, whether it be positive or an area of needed growth. Your replies will be kept in strict confidence.

1. How long have you known the applicant? _____
2. In what capacity do you know the applicant? _____
3. Has he/she shown leadership in any organization that you know of? If so, in what area? _____
4. How do you see the applicant handling responsibility? _____

5. Can the applicant be depended upon to work for the good of the morale of the group?

6. How does the applicant show interest in working with children? _____

7. If you had a child of your own in camp, would you like to have him/her under the leadership and Christian education of this applicant, and why?

8. What qualities do you feel he/she has that will make him/her a qualified counselor?

9. Would you employ this person in a position of leadership and responsibility in the Christian education of young people? Why or why not? _____
10. Has the applicant ever been in trouble with any agency of the law or any agency like the department of Family and Children Services that you are aware of? If so, please elaborate.

Please either briefly comment on or rate (unreliable, average, above average, superior) the applicant in the following areas:

Christian faith

adaptability

character

cooperation emotional maturity

health

leadership

appreciation of nature

patience

self-confidence

sense of humor

creativity

integrity/honesty

willingness to follow rules

Please use the space below to give us any information, which would be helpful to us in our consideration of this applicant.

Reference Signature: _____ Date: _____

Please print name: _____

If we may call you, please include your phone number: () _____

I do _____ I do not _____ hereby release my right to read this completed reference form.

Applicant's Signature: _____ Date: _____

Please feel free to call if you have any questions at 877-647-8542. This form is a prerequisite for employment. We appreciate your input.