

# Hidden Villa Summer Camp – 2015 Staff Application

Promoting Multicultural Understanding & Environmental Awareness

Hidden Villa Summer Camp  
26870 Moody Rd, Los Altos Hills, CA 94022

*Questions?*  
Call us at  
**(650) 949-8641**

NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

Permanent Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Street City State Zip Area/phone

Current Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Street City State Zip Area/phone

## EDUCATION

	Name of school	City, State	Degree/major	No. of years completed
High School				
College				
Grad school/other				

## PAST EMPLOYMENT (List previous two summers or years)

Dates	Employer	Address/Phone	Type of Work	Supervisor	Reason for Leaving

## CAMP EXPERIENCE

Dates	Camp	Director	Phone	Camper or Staff

## REFERENCES: Give the names of 3 persons with knowledge of your work experience and ability

Name	Position/Relation	Phone Number

Are you at least 18 years old?  Yes  No

If hired, can you present evidence of your U.S. citizenship or proof of your legal right to live and work in this country?  
 Yes  No

Are you willing to abide by our “No Alcohol, No illegal drugs” policy?  Yes  No

Are you willing to have your fingerprints taken and processed through state and federal agencies and/or submit to a background check conducted by an agency of our choice?  Yes  No

I attest that I have never been convicted of any violent crime or any crime against a child. **Initial here:** \_\_\_\_\_

Position applying for (refer to job description sheet): \_\_\_\_\_

Are you able to perform the essential functions of this job with or without reasonable accommodation?  Yes  No

If no, please describe the functions that cannot be performed: \_\_\_\_\_

*We comply with the ADA and consider reasonable accommodation measure that may be necessary for eligible applicants/employees to perform essential functions.*

Dates Available: From \_\_\_\_\_ To: \_\_\_\_\_

Best time to reach you for an interview? \_\_\_\_\_

Have you ever worked for Hidden Villa before? \_\_\_\_\_

Do you have any friends or relatives that are working or have worked for Hidden Villa?  Yes  No

If yes, state name(s) \_\_\_\_\_ and relationship. \_\_\_\_\_

**SPECIAL CERTIFICATION:** Check box only if valid through the entire summer.

- |  |   |
|--|---|
| <input type="checkbox"/> Current First Aid Certification exp_____(must be willing to obtain) | <input type="checkbox"/> Current Lifeguard or WSI exp_____            |
| <input type="checkbox"/> Current CPR Certification exp_____(must be willing to obtain)       | <input type="checkbox"/> Current Archery Certification exp_____       |
| <input type="checkbox"/> Current Wilderness First Responder Certification exp_____           | <input type="checkbox"/> Current Food Handlers Certification exp_____ |

**CAMP SPECIFIC SKILLS:**

- |   |  |
|---|--|
| <input type="checkbox"/> Ability to play a musical instrument_____                  | <input type="checkbox"/> Song Leading  |
| <input type="checkbox"/> Knowledge in Spanish or Other language_____                | mark one: <input type="checkbox"/> Fluent <input type="checkbox"/> Conversational <input type="checkbox"/> Reading/Writing |
| <input type="checkbox"/> Ability to facilitate group building games and initiatives |  |

**TEACHING:** Indicate any of these topics that you have experience with:

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Recreation / coaching | <input type="checkbox"/> Civil rights/Anti-bias curriculum | <input type="checkbox"/> Mentoring/ tutoring |
| <input type="checkbox"/> Conflict resolution   | <input type="checkbox"/> Environmental curriculum          |  |

**Please complete the following questions. They are all important to us.**

Please explain why you would like to work at Hidden Villa Summer Camp. What would you hope to contribute? What would you hope to gain? \_\_\_\_\_

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Please describe your experience working with the youth population? \_\_\_\_\_

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How would you describe your strengths and weaknesses? \_\_\_\_\_

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Tell us what you think it takes to be successful in this position? \_\_\_\_\_

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Please elaborate on the special skills that make you uniquely qualified for the position for which you are applying.

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Describe any experience you have had in communal living \_\_\_\_\_

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How did you hear about job opportunities at Hidden Villa Summer Camp? \_\_\_\_\_

**Please write a brief answer to one of the following questions:**

1. It is the mission of H.V. to foster multi-cultural understanding and respect for the natural environment. Please state any of your own experiences, affiliations, or activities, which would be relevant to this goal.
2. Tell us about a difficult experience you had. What was it? How did you approach it? The outcome?

