



STAFF APPLICATION

Revised 3/5/08

I. PERSONAL INFORMATION:

Name _____ Email Address: _____

Permanent Postal Address, Tel #:

School/Business Postal Address, Tel #:

Cell Phone # _____ PLEASE CIRCLE YOUR PREFERRED CONTACT PHONE NUMBER

Check age category by next July 1. Under 18 _____ Over 18 _____ Over 21 _____

II. REFERENCES:

Please list three individuals who we may contact for professional or employment recommendations. Do not list relatives or personal friends. Please indicate name, address, Tel #, email, dates and nature of relationship.

1. _____

2. _____

3. _____

III. EMPLOYMENT INFORMATION:

What type of position do you seek at Encore/Coda? _____

If you play an instrument or sing please list: _____

IV. CAMP ACTIVITY SKILLS:

Please indicate your interest and experience in the following areas according to this code: 1 = activities you can organize and teach as a primary instructor, 2 = activities in which you could assist the primary instructor, 3 = activities in which you have an interest, but which you do not feel comfortable teaching. Make indications ONLY for those activities in which you would want to be involved at camp:

General:

- Arts & Crafts
- Campfire Programs
- Drawing & Painting
- Nature Walks/Class
- Photography
- Story Telling
- Theater Directing
- Evening Programs

Sports:

- Badminton
- Basketball
- Frisbee
- Hiking
- Informal Games
- Soccer
- Softball
- Tennis

- Track & Field
- Volleyball

Waterfront:

- Canoeing
- Life Saving
- Rowing
- Sailing
- Swimming

If you have current American Red Cross 1st aid, swimming , or CPR certifications please list them:

V. EDUCATION AND PROFESSIONAL INFORMATION :

Please send your resume to us with this completed application, including the following information, as appropriate to the position you seek:

- A. Educational Background: (school name/years attended/major/degree)
- B. Camp Experience: (camp name/years attended/director name & tel.)
- C. Instrumental/Vocal Study: (major teachers/years studied)
- D. Teaching Experience: (subject/years taught/where taught/levels)
- E. Conducting/Coaching Experience: (ensemble/years taught/where/level)
- F. Administrative Experience: (institution name/position/duties)

VI. NARRATIVE RESPONSES:

Please respond to these questions on a separate sheet:

- 1. Why do you think music camp can be so important to young musicians?
- 2) What would you contribute to a successful summer at Encore/Coda?
- 3) What do you hope to gain by joining us for the summer?
- 4) Why do you like working with children?
- 5) Anything else you would like us to know?

College students on staff are expected to be bunk counselors as well as instructors or assistants in their area of specialty. If you are a college student, please indicate the age group for which you would prefer to be a counselor: (Juniors: after 3rd&4th grade, Middlers after 4th and 5th grade, Intermediates after 7th and 8th grade, Seniors after 9th, 10th and 11th grade.) _____

Have you ever been convicted of sexual or child abuse? _____ If so, where and when? _____

Have you ever been convicted of any other criminal offense? _____ If so, what, where and when? _____

Camp Encore/Coda does not discriminate on the basis of race, age, or cultural heritage. Staff members and campers are forbidden from smoking cigarettes, taking illegal drugs, or consuming alcoholic beverages on the camp property.

I understand that the employer may investigate my work and personal history and verify all information given on this application, on related papers, and in interviews; including a criminal background check and a license check. I hereby authorize any individual, school, or firm to provide any information requested about me and hereby release them from all liability for damage in providing this information.

I certify that all the statements in this form and other information provided by me in applying for this position are true and understand that any falsification or willful omission shall be sufficient cause for dismissal or refusal of employment.

Signature: _____ Date: _____

Send to: Ellen Donohue-Saltman, 32 Grassmere Rd, Brookline, MA, 02467 Tel: 617-325-1541 Fax: 617-325-7278
Email: ellen@encore-coda.com