

# Camp Ten Trees

## Volunteer Application

Applications accepted until all positions are filled.

Mail application to:  
Camp Ten Trees  
1122 E. Pike # 1488  
Seattle, WA 98122

Name:		Birthdate*:  ____/____/____
Present Address:	Street:	City/State/Zip  Phone  (       )
Until what date can we contact you at your present address?		E-mail address:
Permanent Address (if different)	Street:	City/State/Zip  Phone  (       )
Ethnicity (optional)	Present Occupation:	
How did you hear about Camp Ten Trees?		

Age Preference (Circle all that apply)   8-10   10-12   12-14   14-16   16-18

For which session are you applying? (check all that apply):

**Staff training is August 5-6 and August 12 (session 1 only) and August 19 (session 2 only)**

☐ Session One (August 13-19)  
(Children of LGBT families – ages 8 - 18)

☐ Session Two (August 20-26)  
(LGBTQ youth – ages 13 - 18)

Please list your staff position choices below in order of preference.

1. \_\_\_\_\_

T-shirt size \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

\*Please note age requirements listed under "General Requirements For All Volunteers" on page 6.

# Background Information and Experience

(Attach a separate sheet if necessary)

## Education

College/High School	Location	Major	Dates/Degrees

## Employment/Volunteer Experience (other than camp)

Employer/Agency	Supervisor	Complete phone number	Duties	Dates

## Prior Camp Experience

Camp	Position	Supervisor	Complete phone number	Dates

## References

Please list three references with whom you have worked in an official capacity. References must have known you for at least two years and cannot be family members. Please include a phone number where we can contact your reference.

Name	Relationship	Agency	Phone Number

## Program Skills

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**All cabin counselors and area leaders lead and assist daily activities for groups of 6-15 campers.**

Please rate any of the following activities in which you:

“1” can expertly lead and teach to youth.

“2” can assist in teaching to youth.

“3” are interested in learning to teach.

Please indicate any certifications or special trainings that you have had in any of these areas. Please be honest with these ratings, we do not expect anyone to be an expert in all areas. Feel free to attach an additional sheet if necessary to explain any particular areas of expertise.

Note: Some activities will require additional program certification.

### WATERFRONT

\_\_\_ Canoeing  
\_\_\_ Fishing  
\_\_\_ Sailing  
\_\_\_ Swimming  
\_\_\_ Other \_\_\_\_\_

### CHALLENGE ACTIVITIES

\_\_\_ Low ropes  
\_\_\_ Initiatives Training  
\_\_\_ Other \_\_\_\_\_

### DRAMA, DANCE, MUSIC

\_\_\_ Improvisational Games  
\_\_\_ Dance \_\_\_\_\_  
\_\_\_ Instruments \_\_\_\_\_  
\_\_\_ Play Directing  
\_\_\_ Skits  
\_\_\_ Creative Writing  
\_\_\_ Singing  
\_\_\_ Other \_\_\_\_\_

### OTHER PROGRAM SKILLS

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### NATURE

\_\_\_ Astronomy  
\_\_\_ Birds  
\_\_\_ Conservation  
\_\_\_ Wildlife  
\_\_\_ Forest Ecology  
\_\_\_ Geology  
\_\_\_ Ecology  
\_\_\_ Flower/Trees  
\_\_\_ Insects  
\_\_\_ Weather  
\_\_\_ Other \_\_\_\_\_

### OUTDOOR EXPERIENCE

\_\_\_ Backpacking  
\_\_\_ Fire building  
\_\_\_ Hiking  
\_\_\_ Orienteering  
\_\_\_ Outdoor Cooking  
\_\_\_ Outdoor Survival  
\_\_\_ Other \_\_\_\_\_

### CERTIFICATIONS (list expiration dates)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### SPORTS/GAMES

\_\_\_ Archery  
\_\_\_ Basketball  
\_\_\_ Cooperative Games  
\_\_\_ Initiative Training  
\_\_\_ Field Games  
\_\_\_ Volleyball  
\_\_\_ Soccer  
\_\_\_ Football  
\_\_\_ Softball/Baseball  
\_\_\_ Other \_\_\_\_\_

### ARTS AND CRAFTS

\_\_\_ Painting  
\_\_\_ Drawing  
\_\_\_ Cartooning  
\_\_\_ Sewing  
\_\_\_ Beadwork  
\_\_\_ Ceramics  
\_\_\_ Other (please list)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Required Application Questions

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**Please attach a separate sheet of paper for the following questions.**

1. Describe your leadership experience with children and peers, and your camp experience.
2. Describe any unique interests or skills you have that can enhance the Camp Ten Trees experience.
3. Explain your interest and/or background in volunteering with the LGBTQ community.
4. Explain what being a role model means to you.
5. (Kitchen Staff applicants only) Please describe all food service experience and qualifications.



# CAMP TEN TREES

## Volunteer Background

CL-1

Please print the following information in ink.

(List all other names used – aliases, maiden names, and any other previously used names)

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Last

First

Middle

Other legal names you are known by \_\_\_\_\_ Social Security Number \_\_\_\_\_

Address \_\_\_\_\_ Phone Number \_\_\_\_\_

Street

City

State

Zip

If you have lived out of state in the last five years, please list the dates and addresses on a separate sheet of paper.

Have you ever been convicted of, or entered a plea of no contest to, any crime against persons? \_\_\_\_\_

If YES, please give the state(s), date(s), nature of the offense(s), and disposition(s). \_\_\_\_\_

### Volunteer Release:

In the event that I am photographed, filmed, or recorded while participating in Camp Ten Trees programs, Camp Ten Trees may use the photo, film, or recording for promotional, publicity, or educational purposes.

I authorize Camp Ten Trees to confirm all statements contained in this application, and I also authorize the parties listed herein to disclose to Camp Ten Trees pertinent information regarding my prior involvement/activity with them or their organizations. I understand that my ability to volunteer at Camp Ten Trees will be conditioned upon the receipt of satisfactory reports.

I have made no willful misrepresentations, omissions, or falsifications of any of the preceding answers. I am aware that should investigation disclose such misrepresentations, omissions, or falsifications in the information I have submitted, my request to volunteer with Camp Ten Trees can be immediately rejected.

Signature \_\_\_\_\_ Date \_\_\_\_\_

### FOR OFFICE USE ONLY

WA State Check Date: \_\_\_\_\_ By: \_\_\_\_\_ File Opened: y n Arrest Record Found: y n

Out of State Check Date: \_\_\_\_\_ By: \_\_\_\_\_ File Opened: y n Arrest Record Found: y n

# VOLUNTEER POSITIONS AT CAMP TEN TREES

**Area Leader:** Oversee groups of 3 to 5 cabin counselors. Serve as a link between cabin counselors and the director team. Assist cabin counselors in daily cabin activities and duties. Attend daily leadership meetings. Lead or assist in one or more of the program areas. Plan group activities (including diversity training) for 24 to 40 campers. Area directors must have prior camp experience and be at least 21-years-old.

**Kitchen Manager:** Scheduling kitchen staff for meal preparation and clean up. Oversee general organization and cleanliness of dining hall and kitchen. Menu planning and food ordering. Prepare supplies for overnights and cookouts. Attend daily leadership meeting. Be available to cook meal when needed and travel to town for last minute supplies. Must have prior kitchen experience, be at least 21-years-old, and possess a current food handler's permit.

**Head Medical Officer:** Responsible for the first aid and health of campers and staff. Administer medication to campers. Keep medical records of all campers and staff. Attend daily leadership meetings. Supervise medical and mental health officers. Must be a licensed physician or registered nurse.

**Head Cook:** Responsible for overseeing and assisting in meal preparation. Will oversee the kitchen crew and meet with the kitchen manager. Be able to make decisions about meal preparation for 50 to 150 campers and staff. Must have current Food Handler's Permit and prior experience in industrial kitchen settings.

**Waterfront Director:** Oversee swimming, boating, and waterfront games. Supervise waterfront staff. Run canoe ferry service to cabins. Keep waterfront area safe and clean. Implement all waterfront safety regulations. Must have a current lifeguard certification. Must be legally sighted and hearing.

**Teenage Program Leader: Session 1 Only.** Live in cabin with 4-6 teens ages 16-18. Serve as a teacher, friend, mentor, leader, and confidant for young leaders. Facilitate leadership programs and camp activities for campers. Communicate with leadership team. Fill out accident and incident reports. Must have prior experience working with adolescent youth. Must be at least 21-years-old.

**Counselor-In-Training Leader: Session 1 Only.** Live in cabin with 4-6 CITs and work as a team to facilitate their training. Serve as a teacher, friend, mentor, leader, and confidant for young leaders. Communicate with CIT director. Fill out accident and incident reports. Must have prior experience as a camp counselor *and* working with adolescent youth. Must be at least 21-years-old.

**Cabin Counselor:** Lead, guide, and provide group living and leadership programs for 6-8 campers of similar ages. Coordinate schedules for maintaining cabin cleanliness. Encourage campers to follow proper health and safety standards. Fill out accident and incident reports. Serve as a teacher, friend, mentor, leader, and confidant. Communicate with camp directors regarding issues within the cabin. Lead or assist in one or more of the program areas.

**Kitchen Staff:** Prepare meals, including vegetarian options, for 100 to 200 campers and staff. Be able to assist in running essential kitchen functions, including lifting and cleaning, under the direction of the kitchen manager and head cook. Kitchen crew must possess a current Food Handler's Permit.

**Medical Health Officer:** Responsible for the first aid and health of campers and staff. Administer medication to campers. Keep medical records of all campers and staff. Must be a licensed physician or registered nurse.

**Mental Health Officer:** Responsible for the general mental health of campers and staff. Work with the medical staff. Keep records of all campers and staff issues. Must have experience in a mental health related profession.

**Camp Rover:** Lead and assist activities. Night duty. Direct area cookouts. Be willing to work one meal in kitchen. Specific Rover positions include: General activity rover, and office staff rover.

# **GENERAL REQUIREMENTS FOR ALL VOLUNTEERS**

- Experience and dedication in working with and empowering youth.
- Knowledge of current issues within the LGBT community.
- Flexibility and a sense of fun.
- Modeling cooperative interaction strategies to youth.
- Modeling and encouraging non-violent conflict resolution.
- Understanding at risk youth.
- Possess high crisis management skills.
- Possess current CPR and First Aid certifications.
- Attend all pre-camp training sessions.
- Arrive at camp one day prior to the start of the session.
- Remain at camp at the end of the session until the site is clean.

## **ESSENTIAL FUNCTIONS FOR VOLUNTEERING**

- Move about without the use of a wheelchair.
- Ascend small amounts of stairs.
- Most positions require the ability to lift up to 50 pounds.

## **AGE REQUIREMENTS**

- Session 2 staff must be at least 21-years-old unless they have prior approval from the director team.
- Session 1 staff must be at least 19-years-old or must be at least 18-years-old and have completed two years of CIT training.

