

# JCC Kaleidoscope Creative Arts & Science Camp

## 2012 EMPLOYMENT APPLICATION

PLEASE RETURN THIS FORM TO JCC KALEIDOSCOPE CREATIVE ARTS & SCIENCE CAMP  
333 NAHANTON STREET, NEWTON, MA 02459 • PHONE: 617-558-6523 • FAX: 617-244-1289 •  
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PLEASE ANSWER ALL OF THE QUESTIONS ON THE FOLLOWING PAGES ACCURATELY AND COMPLETELY. IF YOU NEED ASSISTANCE COMPLETING THIS APPLICATION, PLEASE CONTACT THE CAMP OFFICE.

### I. General Information

Date: \_\_\_\_\_

Name: \_\_\_\_\_ Position applied for: \_\_\_\_\_

Present address: \_\_\_\_\_  
Street City State Zip Code

Permanent Address: \_\_\_\_\_  
Street City State Zip Code

Best phone number: \_\_\_\_\_ Other phones (specify home, cell, etc.) \_\_\_\_\_

Email: \_\_\_\_\_ Social Security Number (Do NOT include if sending via email) \_\_\_\_\_

Present occupation (if not in school): \_\_\_\_\_ Dates available \_\_\_\_\_

How did you hear about this position? \_\_\_\_\_

Please note: Staff must be available for full camp season and orientation dates unless otherwise agreed upon.  
Orientation days: Friday, June 22 and Sunday, June 24, 2012. Camp is in session June 25-August 17. Staff hours are 8:30am-4:15pm.

Previous addresses within the last five years, if different:  
\_\_\_\_\_  
\_\_\_\_\_

- (1) Are you currently authorized to work in the United States?  Yes  No
- (2) Do you now or will you in the future require sponsorship for a work visa?  Yes  No

**Note:** All applicants hired by the Jewish Community Centers of Greater Boston will be required to present documentation prior to starting work with the Jewish Community Centers of Greater Boston that verifies identity and authorization to work in the United States in accordance with the Immigration Reform and Control Act of 1986.

If you have a relative(s) who currently works for the Jewish Community Centers of Greater Boston please indicate name, position, and location:  
\_\_\_\_\_

If you have ever worked for the Jewish Community Centers of Greater Boston please answer the following:

Department/Branch	Location	Position	Dates?	Start date	End date
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If you have ever applied for a position with the Jewish Community Centers of Greater Boston, please answer the following:

Where? \_\_\_\_\_ Date? \_\_\_\_\_

## II. Education

	Name and address of school	Course of study	Dates attended	Did you graduate?	Degree (specify)
High School				<input type="checkbox"/> Yes	
				<input type="checkbox"/> No	
College				<input type="checkbox"/> Yes	
				<input type="checkbox"/> No	
Other: licenses, certificates, etc. (specify)				<input type="checkbox"/> Yes	
				<input type="checkbox"/> No	

## III. Work Experience

Record ALL work experience, including jobs held while attending school and/or military duty. You may include any work performed on a volunteer basis. Please provide all relevant information requested in this section. You may also attach a résumé as part of this application. LIST MOST RECENT JOB FIRST.

1. Employer:	Date employed: From _____ / _____ / _____
Address:	Telephone number: (____) _____
Job title:	Supervisor:
State major responsibilities or duties:	Salary:
	Reason for leaving:
2. Employer:	Date employed: From _____ / _____ / _____
Address:	Telephone number: (____) _____
Job title:	Supervisor:
State major responsibilities or duties:	Salary:
	Reason for leaving:
3. Employer:	Date employed: From _____ / _____ / _____
Address:	Telephone number: (____) _____
Job title:	Supervisor:
State major responsibilities or duties:	Salary:
	Reason for leaving:

List groups or organizations to which you belong or belonged. Also list leadership positions held.

\_\_\_\_\_

\_\_\_\_\_

List hobbies and interests: \_\_\_\_\_

May we contact your present employer at this time?  Yes  No

Was your employment ever terminated involuntarily or were you ever asked to resign?  Yes  No

If yes, please explain \_\_\_\_\_

If in any of the positions or schools your last name was different from the one you are now using, please indicate name(s), date(s).  
\_\_\_\_\_

## IV. Skills

Check and note activities listed below as follows:

**(1)** can organize and teach as an expert, **(2)** can assume some leadership responsibility, **(3)** can assist in teaching

**VISUAL ARTS**

\_\_\_ Drawing & Painting

\_\_\_ Ceramics

\_\_\_ Jewelry

\_\_\_ Printmaking

\_\_\_ Sculpture

\_\_\_ Photography

\_\_\_ Knitting and Sewing

**MUSIC**

\_\_\_ Song leading

\_\_\_ Rock Band

\_\_\_ Instruments (please list) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**DANCE**

\_\_\_ Hip Hop

\_\_\_ Modern/Jazz/Ballet

\_\_\_ Folk dance (type) \_\_\_\_\_

**DRAMA**

\_\_\_ Improvisation

\_\_\_ Drama Games

\_\_\_ Stagecraft/Scene design

\_\_\_ Stage Combat

\_\_\_ Costumes

**SPORTS**

\_\_\_ Fishing

\_\_\_ Basketball

\_\_\_ Soccer

\_\_\_ Boating (canoe and kayaking)

\_\_\_ Gymnastics

\_\_\_ Softball

**MISCELLANEOUS**

\_\_\_ Filmmaking

\_\_\_ Newspaper

\_\_\_ Nature studies

\_\_\_ Cooking

\_\_\_ Other camp games and activities (please

list) \_\_\_\_\_

**BOATING** (Give details) \_\_\_\_\_

**SCIENCE** (Give details) \_\_\_\_\_

**JEWISH STUDIES** (Give details) \_\_\_\_\_

**PHOTOGRAPHY** (Give details) \_\_\_\_\_

**OTHER** (Give details) \_\_\_\_\_

**FLUENT IN FOREIGN LANGUAGE** (Check if yes)  Hebrew  Russian  Other: \_\_\_\_\_

**AGE PREFERENCE** (rank in order; 1, 2, 3, etc.) Lower camp counselors travel with their groups, assisting campers and specialists. Upper camp counselors are responsible for groups and for teaching several periods a day.

**Lower Camp:** \_\_\_ 5-6 year olds

\_\_\_ 7-8 year olds

**Upper Camp:** \_\_\_ 9-10 year olds

\_\_\_ 11-13 year olds

\_\_\_ 14-16 year olds (CITs)

**REFERENCES: You are responsible for providing three written references** (from employers, supervisors, faculty, or any non-family member over 18.) References may be mailed or emailed. Please also provide reference names and information below:

	NAME	POSITION	EMAIL ADDRESS	PHONE
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

## V. Information for Applicants

The Jewish Community Centers of Greater Boston is an Equal Employment Opportunity Employer and does not discriminate on the basis of race, color, religion, national origin, ancestry, sex, sexual orientation, physical or mental disability, marital or veteran status, age or other protected status. Religion will not be considered a factor except where it is a bona fide occupational qualification and necessary to fulfill the Agency's mission.

It is unlawful in Massachusetts to require or administer a lie detector test as a condition of employment or continued employment. An employer who violates this law shall be subject to criminal penalties and civil liabilities.

**Before answering the following questions, please carefully read the paragraphs printed below.**

An applicant for employment with a sealed record on file with the Commissioner of Probation may answer "no record" with respect to an inquiry herein relative to prior arrests, criminal court appearances or convictions. In addition, any applicant for employment may answer "no record" with respect to any inquiry relative to prior arrests, court appearances and adjudications in all cases of delinquency or as a child in need of services that did not result in a complaint transferred to the Superior Court for criminal prosecution.

Have you ever been convicted of a felony?  Yes  No

If yes, please explain: \_\_\_\_\_

Have you been convicted of a misdemeanor? (Do not include a prior first-conviction for drunkenness, simple assault, speeding, minor traffic violations, affray or disturbance of the peace, or a conviction for any misdemeanor where the conviction occurred or any prison sentence ended five or more years ago [whichever date is later], unless you have been convicted of another offense within the last five years.)

Yes  No

If yes, please explain: \_\_\_\_\_

We may conduct an investigation regarding your character, employment, education, credit and criminal history prior to extending an offer of employment and at any time during your employment. Should we deny or terminate your employment wholly or in part on the basis of information contained in a consumer report supplied to us by a consumer reporting agency, we will supply to you the name and address of that agency.

## VI. Applicant's Certification and Agreement

I understand that this application is current for 60 days. If I still wish to be considered at the end of this period, I must fill out a new application.

I understand that if I am hired by the Jewish Community Centers of Greater Boston I will be employed on an at-will basis, which means that I will be free to resign at any time, and that the Jewish Community Centers of Greater Boston reserves the right to terminate the employment at any time, with or without cause, regardless of the date of payment of my wages and salary. I understand that if I am hired, I will be required to abide by the rules and regulations of the Jewish Community Centers of Greater Boston.

The information I have supplied in this application or as a part of the application process is true and complete. I understand that any false statement or significant omission by me in the application or application process may be cause for dismissal if discovered at a later date.

I hereby authorize the Jewish Community Centers of Greater Boston to investigate the information I have furnished on this application, and I understand that employment is subject to acceptable educational references, employment references, and other references, as applicable.

Date \_\_\_\_\_

Signature \_\_\_\_\_