



YMCA Day Camp Iroquois

4795 Sweet Rd. Manlius, NY 13104 (315) 637-6436 Fax (315) 637-6437

Dear CIT Applicant,

Please find enclosed an application and job description for the Counselor in Training (CIT) program at the YMCA Day Camp Iroquois. The CIT program at Camp Iroquois is "a learn" by doing orientation to counselor training. A participant in the CIT program will encounter a broad spectrum of experience including everything from dealing with first aid and emergency procedures to various skill training and instruction in our activities that we will offer at camp this summer. Through close association with the Assistant Program/CIT Director, the participants will address problems and experiences allowing the participants the basic knowledge for handling a Junior Counselor position in day camp.

Goals of the Camp Iroquois CIT Program

- To train young men and women for future consideration as Junior Counselors/ counselors at YMCA Day Camp Iroquois and other camps.
- To develop leadership qualities in the participants of the program.
- To give participants the opportunity to establish specific attitudes and ideas necessary for working with others.
- To expose participants to a variety of camping experiences.
- To foster an atmosphere of group involvement and participation.

YMCA Day Camp Iroquois is looking for mature 15 year olds that have had past camp experience and are serious about learning and developing leadership skills necessary to be a camp counselor. We are looking to fill a number of positions and these positions will be filled on a competitive basis; those most qualified will be selected.

You will need the following upon application:

1. Completed and signed application packet
2. 3 Completed reference forms
3. Proof of any certifications
4. Working papers

Sincerely,

Mary Ellen Mitscher
Camp Iroquois Director



YMCA of Greater Syracuse

340 Montgomery Street • Syracuse, NY 13202

- Volunteer Application -

Thank you for considering the YMCA as a place to donate your time and talents. Volunteers are vital to the YMCA. Without them, we would not be able to meet the needs of the kids, families and adults who live in our community.

At the YMCA, we know that your time and talent are precious, and we want every minute you spend with us to be worthwhile. That's why we are asking you to take a few minutes and fill out this application. It will help us begin to make the right match between your skills and interests and the opportunities that are available at the YMCA of Greater Syracuse.

You will find questions on this form about your background, residences, places of employment and education. We hope you'll understand that, unfortunately, there are a few people who apply for volunteer jobs at the YMCA for the wrong reasons. The YMCA, however, makes an active effort to prevent abuse. So even though we may know you well, we reserve the right to conduct a background and reference check on all volunteers. It's just one of the many ways we help protect children and other vulnerable people served by the YMCA.

Thanks for your cooperation in this effort and your interest in the YMCA of Greater Syracuse. If you have any questions about this or any part of our application process, please contact Suzanne LeRoy, Director of Human Resources at (315) 474-6851 extension 311 or any of the Directors listed below.

Downtown Branch
Cheryl Pusztai
Br. Executive Dir.
315 474-6851

North Branch
Ryan Lucas
Br. Sports Dir.
315 451-2562

Arts Branch
Phil Memmer
Dir. Arts Branch
315 474-6851

East Branch
Kelly Miner
Br. Assoc. Exec. Dir.
315 637-2025

Baldwinsville Branch
Lesley Grants
Br. School Age Dir.
315 635-1050

We build strong kids, strong families, strong communities

YMCA of Greater Syracuse

- Volunteer Application -

Please Print

DATE OF APPLICATION		ARE YOU A MEMBER OF THE YMCA? (Membership's not required) ____ Yes ____ No	
LAST NAME		FIRST NAME	MIDDLE NAME
ADDRESS (NUMBER & STREET)		CITY	STATE
TELEPHONE NUMBER(S) Day _____ Evening _____		ZIP CODE	

Are you 18 years of age or over? ____ Yes ____ No If you are not at least 18 years of age your parent or legal guardian will be required to sign this application.
Why would you like to volunteer for the YMCA?
In which of the following areas would you like to volunteer? ____ Working with Children ____ Child Care, ____ Youth Sports Coach, ____ Teen Activities ____ Office or Clerical or ____ Other (Please Specify) _____
Are there any particular skills, talents, or interests you'd like to share?
What days and times would you be available to volunteer? Days of the Week: _____ Time of Day: _____ How Often? _____
Have you ever been convicted of a crime (felony or misdemeanor?) ____ Yes ____ No If yes, please explain the nature of the crime, date of conviction and city/state where conviction occurred: _____ _____ _____

- Employment History -

Start with the most recent job and list other jobs in sequence

EMPLOYER	ADDRESS	
SUPERVISOR	PHONE NUMBER	POSITION(S) HELD
DATES OF EMPLOYMENT From: ___/___/___ To: ___/___/___		REASON FOR LEAVING

EMPLOYER	ADDRESS	
SUPERVISOR	PHONE NUMBER	POSITION(S) HELD
DATES OF EMPLOYMENT From: ___/___/___ To: ___/___/___		REASON FOR LEAVING

EMPLOYER	ADDRESS	
SUPERVISOR	PHONE NUMBER	POSITION(S) HELD
DATES OF EMPLOYMENT From: ___/___/___ To: ___/___/___		REASON FOR LEAVING

LIST ADDITIONAL EDUCATION, BUSINESS OR CIVIC ACTIVITIES OR SPECIAL SKILLS - (CARING FOR CHILDREN, LANGUAGES, ETC.)

- References -

Please list three references, two should be people other than relatives, one should be a relative.		
Name	Address & Telephone Number	Relationship To You
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

- Education -

Education Note: Formal education is not required to be a volunteer. We welcome experience of all kinds!

SCHOOL	NAME/ ADDRESS OF SCHOOL	COURSE OF STUDY	LAST GRADE COMPLETED	DIPLOMA OR DEGREE
HIGH SCHOOL				
COLLEGE				
OTHER				

Caring
Honesty
Respect
Responsibility

The YMCA reserves the right to conduct an appropriate background check on all volunteers. However, failure to provide complete and accurate information relating to criminal convictions will result in termination of the volunteer relationship with the YMCA.

In accepting a volunteer position, I hereby authorize and request any and all of my employers and any other firm or corporation to furnish any and all information concerning my personal background and hereby release each such employer or person from any and all liability by reason of furnishing the requested information. I further agree to adhere to the rules and regulations of the YMCA and verify that all of the above information is true to the best of my knowledge.

Volunteer Signature

Date

Parent or Guardian's Signature (Required if under 18)

Date

YMCA of Greater Syracuse Locations

Downtown Syracuse YMCA
340 Montgomery Street
Syracuse, New York 13202
315 474-6851

East Area Family YMCA
200 Towne Drive
Fayetteville, New York 13066
315 637-2025

Baldwinsville Family YMCA
2725 West Entry Road
Baldwinsville, New York 13090
315 635-1050

North Area Family YMCA
4775 Wetzel Road
Liverpool, New York 13090
315 451-2562

Arts Branch
340 Montgomery Street
Syracuse, New York 13202
315 474-6851

Camp Iroquois
4795 Sweet Road
Manlius, New York 13104
(315) 637-6436

Day Camp Y-Noah
4775 Wetzel Road
Liverpool, New York 13090
315 451-2562

**Future
Northwest Family YMCA**
Corner of Rte 31 & Drakes Landing
Town of Lysander



**YMCA of Greater Syracuse
STATEMENT OF APPLICATION**

Employee or Volunteer

In the YMCA of Greater Syracuse's ("YMCA") effort to attract the highest quality staff, I have been advised that as a part of the application process for employment or volunteerism with the YMCA, an extensive inquiry will be made concerning my prior employment, activities and character, and I fully consent to and authorize all such inquiries. Disclosure statement is on the reverse side of this form.

In the event of my employment or volunteerism by the YMCA, I will comply with all policies set forth in the personnel manual and with all other policies established from time to time by the organization. I authorize the YMCA to request my employment record from any former employer(s). I further understand that inquiries may be made concerning my background, experience and prior employment. I hereby waive any right to claim that any request of investigation is an invasion of my privacy, since they are made with my consent and it is in my interest that I be considered for employment. I understand that my continued employment or volunteering is contingent upon a clean criminal history background check.

I understand that it is this agency's policy to secure conviction criminal history information as part of the pre-employment screening process. I have provided the following information for the sole purpose of obtaining a conviction only criminal history file search. I understand that the YMCA does not condone child abusers and that the YMCA will be seeking information in my background related to child abuse.

Name _____
Last First Middle

Maiden name and/or names preciously used _____

Date of Birth ____/____/____ Race _____ Sex _____

Social Security Number ____ - ____ - ____

Drivers License Number _____ State issued _____

I certify that all statements made by me on this application are true to the best of my knowledge and that I have withheld nothing that would, if disclosed, affect this application unfavorably. I understand and agree that any misrepresentation or omission of facts would exclude my being considered for employment or after employment, may be cause for termination of employment or volunteering with the YMCA.

I understand that the YMCA will take any allegations or suspicions of child abuse seriously and will report such allegations to the police and state agencies for investigation. I also understand that if hired as a YMCA employee or volunteer, I am not allowed to fraternize with YMCA youth members or participants outside of YMCA programs, especially babysitting or inviting children to my house.

I understand and agree that if I am employed, there is no contract period for employment and my employment would be solely an "employment at will" giving either me or the YMCA the right to terminate my employment at any time without liability or obligation except for my regular pay through the date of termination.

I hereby acknowledge that I have read and understood the above statement and that I voluntarily sign this application.

Signature of Applicant

Date



**YMCA of Greater Syracuse
STATEMENT OF APPLICATION**

Disclosure Statement

As part of the YMCA of Greater Syracuse's hiring and background investigation, we will obtain consumer reports and/or request an investigative criminal background check. The investigation will consist of contacting all listed prior employers to verify your employment history. It may also include, but not be limited to, credit information reports, criminal history reports and driving history records. Under the provisions of the Fair Credit Reporting Act (15 USC at 1681-1681u) as amended, before we can seek such reports, we must have your written permission to obtain the information. You have the right, upon written request, to a complete and accurate disclosure of the nature and scope of the investigation. You are also entitled to a copy of your Rights under the Fair Credit Reporting Act.



YMCA Day Camp Iroquois

4795 Sweet Rd. Manlius, NY 13104 (315) 637-6436 Fax (315) 637-6437

YMCA of the Greater Syracuse Reference Policy

All YMCA Day Camp Iroquois applicants must have references filled out and returned to the YMCA prior to employment. Please use the form included in this packet as a reference form. Three references must be contacted with a minimum of one employment and one personal reference. Verification of dates of employment is the minimum requirement. If you do not have any employment history, then the references may all be personal. Relatives may be used for 1 reference. Have the forms mailed directly to the Camp Director at the enclosed address.



YMCA Day Camp Iroquois

4795 Sweet Rd. Manlius, NY 13104 (315) 637-6436 Fax (315) 637-6437

YMCA of the Greater Syracuse Volunteer/ Employee Reference Check Form

_____ has applied for a position at YMCA Day Camp Iroquois and has contacted you as a personal or work reference. Please fill out the form below as completely as possible and send to the address below:

1. Name and phone number of person completing this form:

2. Name of employer for person applying for position (if applicable):

3. Dates of employment (if applicable):

4. Would you rehire? (if applicable):

5. Comments (May comment on character, work ethic, ability to work with children, etc):

Feel free to attach additional pages or your own personal letter of recommendation

Reference Signature

Date

Please mail completed form to:
Attn: Mary E. Mitscher
200 Towne Drive
Fayetteville, NY 13066

Thank You!



YMCA Day Camp Iroquois

4795 Sweet Rd. Manlius, NY 13104 (315) 637-6436 Fax (315) 637-6437

YMCA of the Greater Syracuse Volunteer/ Employee Reference Check Form

_____ has applied for a position at YMCA Day Camp Iroquois and has contacted you as a personal or work reference. Please fill out the form below as completely as possible and send to the address below:

1. Name and phone number of person completing this form:

2. Name of employer for person applying for position (if applicable):

3. Dates of employment (if applicable):

4. Would you rehire? (if applicable):

5. Comments (May comment on character, work ethic, ability to work with children, etc):

Feel free to attach additional pages or your own personal letter of recommendation

Reference Signature

Date

Please mail completed form to:
Attn: Mary E. Mitscher
200 Towne Drive
Fayetteville, NY 13066

Thank You!



YMCA Day Camp Iroquois

4795 Sweet Rd. Manlius, NY 13104 (315) 637-6436 Fax (315) 637-6437

YMCA of the Greater Syracuse Volunteer/ Employee Reference Check Form

_____ has applied for a position at YMCA Day Camp Iroquois and has contacted you as a personal or work reference. Please fill out the form below as completely as possible and send to the address below:

1. Name and phone number of person completing this form:

2. Name of employer for person applying for position (if applicable):

3. Dates of employment (if applicable):

4. Would you rehire? (if applicable):

5. Comments (May comment on character, work ethic, ability to work with children, etc):

Feel free to attach additional pages or your own personal letter of recommendation

Reference Signature

Date

Please mail completed form to:
Attn: Mary E. Mitscher
200 Towne Drive
Fayetteville, NY 13066

Thank You!