



2019 Summer Camp Counselor Application  
DUE MAY 31<sup>st</sup>, 2019

You will need to return this form with everything filled out and signed.  
Please write legibly. **Late applications will not be accepted.**

Applicants should be at least 16 years of age or older with a drivers license:

Name: \_\_\_\_\_ Age: \_\_\_\_ Sex: \_\_\_\_ Date of Birth: \_\_\_\_\_

Home Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_ Zip Code: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

Have you been one of our camp counselors before? Yes No

Please list any special skills/qualifications that would be applicable for a camp counselor position (i.e. CPR certified, etc.): \_\_\_\_\_

\_\_\_\_\_

Previous work experience you've had and extra-curricular activities you are involved in:

\_\_\_\_\_

\_\_\_\_\_

I certify that I have answered the questions on this application completely and truthfully. I authorize the Director of Sterling Country Club Summer Camp or other Staff to contact any reference or legal authority, including the National Sex Offender Public Website in regard to this application.

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

Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

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Please check all sessions you would like to counsel. You may prioritize. (1, 2, 3, etc.)

Session 1: June 4-7

Session 2: July 9-12

Session 3: July 23-26

Session 4: August 6-9

**All counselors MUST attend the orientation training session in order to participate in Camp by being a counselor.**

**-Orientation Training will be held at the Sterling Club House on May 31<sup>st</sup> at 3:30pm**

**-In addition, counselors must be at camp by 8:30AM the day camp starts (Tuesday) to help receive and check in Campers at the BACK DECK. Be sure to read, sign and return the counselor regulation sheet as well as 2 REFERENCE FORMS.**

## Counselor Regulations

**All applicants must agree to these regulations before being accepted as a counselor. You are expected to abide by each and every one of them.**

- Counselors' primary responsibility is to take care of the campers. The campers will be supervised at all times.
- Counselors may not have in their possession or consume illegal drugs or alcoholic beverages. Counselors violating this standard will be sent home and are subject to legal action.
- Counselors agree to participate in Counselor Training. No exceptions.
- Counselors will arrive by **8:30AM** the day the camp session starts. Camp ends around 2PM.
- Counselors may not use tobacco products.
- Cell phone usage will be restricted to EMERGENCY use ONLY. You will be provided with walkie talkies on campus as means of communication while working as a camp counselor. We encourage you to spend time with others at Sterling to build community here and not be on the phone. Most importantly, while you are with the campers, your responsibility is to be with the campers.
- Vehicles must be parked upon arrival and not driven until departure. Vehicles will be parked in the far right in the employee parking section of the parking lot (when facing the club house).
- Counselors are responsible for reporting to their staff person any damage caused by them or their campers; they are also responsible for reporting any injuries or incidents IMMEDIATELY to Sterling Country Club staff.
- Counselors may not bring pets to camp.
- Counselors may not have visitors during sessions.
  
- **\*\*Dress Code\*\***: We hold Camp Counselors to the same standard that we expect of the rest of our Staff and ask that Counselors **NOT** wear jeans or denim shorts and **NO** flip flops or sandals. Counselors must wear a collared shirt.

Being a camp counselor is one of the most difficult and rewarding jobs you will ever have. You will be an important part of the Sterling Country Club Camp Staff. You will be with the campers from the time you arrive until the time campers leave the premises. If you agree to the above rules, please sign below, and thank you.

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

## Counselor Reference (1)

(Applicant: Please duplicate this form. Two (2) references are needed.)

Thank you for taking the time to fill out the reference for this Sterling Country Club Summer Camp Counselor Applicant. You may either return the form to the applicant, mail it to: Sterling Country Club 16500 Houston National Blvd, Houston, TX 77095 or email attachment it to [keena@houstonnationalgolf.com](mailto:keena@houstonnationalgolf.com). Questions? Email or call 832-334-5022

Name of Applicant: \_\_\_\_\_

In what capacity do you know the Applicant? \_\_\_\_\_

Is this person dependable and timely? Yes No If no, please explain.

Is this person capable of working unsupervised? Yes No If no, please explain.

Is there anything that would make you feel uncomfortable about hiring this person to work with children? Yes No If yes, please explain.

Does this person work well with others? Yes No If no, please explain.

Name of reference: \_\_\_\_\_ Phone #: \_\_\_\_\_

I would appreciate any other information that you would like to share about the applicant. And again, thank you for your time.

## Counselor Reference (2)

(Applicant: Please duplicate this form. Two (2) references are needed.)

Thank you for taking the time to fill out the reference for this Sterling Country Club Summer Camp Counselor Applicant. You may either return the form to the applicant, mail it to: Sterling Country Club 16500 Houston National Blvd, Houston, TX 77095 or email attachment it to [keena@houstonnationalgolf.com](mailto:keena@houstonnationalgolf.com). Questions? Email or call 832-334-5022

Name of Applicant: \_\_\_\_\_

In what capacity do you know the Applicant? \_\_\_\_\_

Is this person dependable and timely? Yes No If no, please explain.

Is this person capable of working unsupervised? Yes No If no, please explain.

Is there anything that would make you feel uncomfortable about hiring this person to work with children? Yes No If yes, please explain.

Does this person work well with others? Yes No If no, please explain.

Name of reference: \_\_\_\_\_ Phone #: \_\_\_\_\_

I would appreciate any other information that you would like to share about the applicant. And again, thank you for your time.

# Voluntary Disclosure Statement

Name \_\_\_\_\_ Birth date \_\_\_\_\_  
Last First Middle

Home address \_\_\_\_\_  
Street Address City State Zip

Social Security # \_\_\_\_\_ Other names by which known (e.g., maiden name) \_\_\_\_\_

Home phone \_\_\_\_\_ Business phone (if applicable) \_\_\_\_\_

Cell phone \_\_\_\_\_ E-mail address \_\_\_\_\_

School or College \_\_\_\_\_

Driver's License # \_\_\_\_\_ State \_\_\_\_\_ Expiration Date \_\_\_\_\_

2. Have you ever been convicted of any felony or criminal offense including A, B, and C Class Misdemeanors or any criminal activity especially relating in any manner to children and/or your conduct with them?

Yes  No If yes, please explain: (Use a separate sheet, if necessary.)

I understand that:

- a) The camp may deny employment to any person who answers "yes" to any one of questions. If hired and the employer later discovers circumstances that would indicate a "yes" answer to any of the above questions, employment may be terminated immediately.
- b) The information provided on this form is subject to verification, which may include a criminal history check and request from any Central Registry or record database.
- c) The camp may terminate employment or volunteer service of any person if that person is found, regardless of when discovered, to:
  - 1) have a history of complaints or any criminal activity;
  - 2) have resigned, been terminated, or been asked to resign from a position whether paid or unpaid, due to criminal activity complaint(s); and/or
  - 3) have falsified or omitted information in this disclosure statement.
- d) This disclosure statement must be updated yearly.

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

Signature of Minor's Parent or Guardian \_\_\_\_\_ Date \_\_\_\_\_



Summer Camp Medical and Liability Release **\*If Counselor is under 18, parent must complete form. If over 18, refer to counselor's name in parent/guardian field and 'self' in name of child field.**

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Names of parents/Legal Guardians

of \_\_\_\_\_ County, Texas, the Parent(s) or

Name of Child/ren

guardian(s) of \_\_\_\_\_, our minor child(ren), do hereby release for and in behalf of ourselves and our minor child(ren), Sterling Country Club, 16500 Houston National Blvd. Houston TX 77095, all owners, contracted agents and employees of such club, for any and all damages and/or personal injury which may occur in and form any connections with such club's sponsoring special events and activities associated with "Sterling Country Club Summer Camp" This is a full release of any and all claims given in considerations for Sterling Country Club, its owners, agents and employees, sponsoring the above activities and events, from the time of my child's / children's arrival at the events until his / her / their departure. The undersigned, have read this release, and understand all its terms and hereby execute it voluntarily with full knowledge and understanding of its significance.

Names of parents/Legal Guardians

**Medical Release:** We hereby also consent to emergency medical/or hospital service that may be rendered by accredited hospitals or by appointed physicians, in the event such a need arises in the opinion of the duly licensed physician.

If possible, please contact family physician/pediatrician:

Physicians Name: \_\_\_\_\_

Office Address: \_\_\_\_\_

Emergency Phone: \_\_\_\_\_

Hospital of Choice: \_\_\_\_\_

By providing the phone number and address listed on this form, I/we hereby give the Club my/our express written permission to contact me/us at each number or address to keep me/us informed about Club events, services and offerings. I/We acknowledge that the Club values my/our right to privacy. I/we understand that I/We can revoke this consent at any time by contacting the Club in writing.

X \_\_\_\_\_

Parent/Guardian or Self if 18 or older Date

\_\_\_\_\_

Date