

UC Santa Barbara Family Vacation Center   
Staff Application 2011 – Page 1

Please attach a photo of yourself here. This is very helpful in remembering you.

In compliance with equal opportunity laws, applicants are considered for employment without regard to race, color, religion, marital status, national origin, sex, age (40 years and above), disability, medical condition, or any other basis made unlawful by federal, state, or local law or ordinance or regulation.

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

Local Address \_\_\_\_\_  
Street City State Zip

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

Cell Phone \_\_\_\_\_ Permanent Phone \_\_\_\_\_

Email Address (the one you check most often) \_\_\_\_\_

**Description of Positions Available:** All staff will be in different programs throughout the summer: you will perform in funny skits, sing songs, and do a little dancing (Don't worry, you don't need to be very good, just be willing to make a fool of yourself. Vacationers love a good laugh!).

**Age Group Counselor:** Oversee children ages 3-18 years old, games, songs, activities, energetic, responsible, organized, flexible.

**Small World Counselor:** Oversee infants and toddlers ages 1 month to 2 year olds. Team player, loves children, feels comfortable with young children, changing diapers, singing songs, activities.

**Front Desk Staff:** Able to give directions to locations around Santa Barbara, organized, excellent customer service skills, outgoing.

**Office Staff:** Detail oriented, good computer skills, great phone/customer service skills, good at multi-tasking.

**Craft Room Staff:** Very creative, good communication skills, great with adults and children, organized, able to multi-task, work in a busy environment, able to help more than one vacationer at a time, ceramics, lanyards, pine-wood derby cars, painting, t-shirt art, etc.

**Lifeguard:** Must be lifeguard certified, able to stay in the sun for long periods of time, enforce rules, feel comfortable guarding the pool and ocean, dependable, love working with children.

**Surf Instructor:** Prior experience teaching surfing, good swimmer, lifeguard certificate required.


**Athletics:** Must be a strong leader and able to cycle long distances (up to 30 miles), be able to change a bike tire, lead morning runs, participate in soccer and swimming, must love working with children and adults accommodating all skill levels, good at communication, energetic.

**Tennis Staff:** Prefer collegiate level experience, teaching experience, good with children and adults of all levels, must be able to be in the sun for long periods of time.

**Programs:** All staff will be in different programs throughout the summer, program staff must have experience with sound systems, or experience with putting slide shows together, other duties may include building props, putting together costumes, etc.

Position Desired: 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

**Complete application packet requires this application form, a resume and at least one personal reference. All must be received by February 15<sup>th</sup>, 2011.**

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**MANDATORY DATES FOR STAFF – If necessary, please give details on back**

**Employment Dates:** June 17-August 27, 2011. Are you available to work the full 9 weeks of summer? YES/NO  
**New Staff Orientation:** May 4, 2011. 6:30-9pm. Are you available to attend this evening training session? YES/NO  
**All Staff Retreat:** May 19-22, 2011. Are you available to attend these all-day training sessions? YES/NO

If you are applying for an office position, what date are you available to begin work this spring? \_\_\_\_\_

What date do you return to school in the fall? \_\_\_\_\_

Have you ever been convicted of a felony? YES/NO

Have you ever been convicted of a crime involving alcohol, drugs, sex, or violence? YES/NO

Do you have a legal right to work and be employed in the U.S? YES/NO

(Proof of identity and legal authority to work in the U.S. is a condition of employment)

Can you perform the essential functions of the job for which you have applied, with or without reasonable accommodation? YES/NO

How did you hear about the FVC? \_\_\_\_\_ Have you attended the FVC as a camper? \_\_\_\_\_

Number of summers: \_\_\_\_\_ When? \_\_\_\_\_

Do you have a valid driver's license in this state? \_\_\_\_\_ # of Years Driving \_\_\_\_\_

Have you ever driven a 12 passenger van? \_\_\_\_\_

Are you willing to be trained and tested to be a camp van driver? \_\_\_\_\_ Do you have any moving vehicle violations? \_\_\_\_\_

Have you worked for the University of California before? YES/NO

If so, which campus and department? \_\_\_\_\_

**EMPLOYMENT HISTORY AND RELATED EXPERIENCE**

Please list your previous three employers, listing the most recent first. May we contact your current employer(s) as a reference? YES/NO

| Dates | Company | Supervisor | Telephone # | Position(s) | Reason for leaving |
|-------|---------|------------|-------------|-------------|--------------------|
|       |         |            |             |             |                    |
|       |         |            |             |             |                    |
|       |         |            |             |             |                    |

**CERTIFICATES AND LICENSES**

Are you/Will you be certified in CPR through 8/27/11? **YES NO** First aid? **YES NO** Water safety? **YES NO**

Please list current certificates and give expiration dates.

Lifeguard \_\_\_\_\_ WSI \_\_\_\_\_ Adult CPR \_\_\_\_\_ Child CPR \_\_\_\_\_ EMT \_\_\_\_\_

Red Cross Standard First Aid \_\_\_\_\_ Responding to Emergencies \_\_\_\_\_ Basic Life Support \_\_\_\_\_

Instructor-Red Cross \_\_\_\_\_ Other Certification \_\_\_\_\_

**EDUCATION**

Current School \_\_\_\_\_ Level \_\_\_\_\_ Major \_\_\_\_\_

Previous School \_\_\_\_\_ Major/Degree \_\_\_\_\_

List any courses taken, activities, hobbies, or positions of leadership that relate to the job you are applying for. Include such things as High School or College activities, scholastic/athletic honors, and clubs or social organizations: \_\_\_\_\_

\_\_\_\_\_

List any previous camp or resort experience \_\_\_\_\_

\_\_\_\_\_





**ACKNOWLEDGEMENTS**

1. If I am offered employment, I will, as a condition of my employment, be required to submit proof of my identity and legal right to work in the US.

**Initial:** \_\_\_\_\_

2. I certify that all information provided by me on this application form and all other information provided by me in the course of applying for employment at the Family Vacation Center is truthful and accurate. I understand that if any false statement, misrepresentation, or omission of facts on this application or on any supporting documents, regardless of when, how, or in what context discovered to be false, or omitted will result in immediate rejection of my application for employment, or if I am employed, may result in my immediate dismissal.

**Initial:** \_\_\_\_\_

3. I understand and agree that if I am offered and accept employment at the UCSB Family Vacation Center, it will be on the condition that my employment shall be at-will, and that either the Family Vacation Center, or I, may terminate the employment relationship at any time with or without cause and with or without notice. I further understand and agree that no supervisor or manager or employment practice may alter or amend this at-will employment relationship; only a Vacation Center director has such authority.

**Initial:** \_\_\_\_\_

4. I hereby authorize the Family Vacation Center to conduct an investigation of my background, current and past employment and education history. I release from all liability or responsibility the Family Vacation Center, its officers and employees, and all persons and entities that supply information in connection with such investigation.

**Initial:** \_\_\_\_\_

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Congratulations! You've finished the whole application! Now return this completed form to the Family Vacation Center in one of three ways:**

**BY MAIL:** Family Vacation Center  
UCSB Alumni Association  
Santa Barbara, CA 93106-1120

**BY FAX:** (805) 893-2927  
Attn: Family Vacation Center

**OR HAND DELIVER:** UCSB Alumni Association - Family Vacation Center  
Mosher Alumni House  
University of California, Santa Barbara  
Santa Barbara, CA 93106-1120

**APPLICATION DEADLINE: February 15<sup>th</sup>, 2011**  
**Be sure to include your resume!!**

**UCSB FAMILY VACATION CENTER**  
University of California, Santa Barbara, CA 93106-1120  
Phone: 805-893-3123 Fax: 805-893-2927 E-mail: [staffing@familyvacationcenter.com](mailto:staffing@familyvacationcenter.com)  
[www.familyvacationcenter.com](http://www.familyvacationcenter.com)