

Check out our web page @  
www.talltimber.org

Tall Timber Ranch  
27875 White River Road, Leavenworth, WA 98826  
Phone: (509)763-3127 Fax: (509)763-1227  
Email Lyndsay Mynatt - lyndsay@talltimber.org

# Summer Staff Application

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

Social Security: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Permanent Address \_\_\_\_\_

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Street Address or PO Box

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City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number: (\_\_\_\_) \_\_\_\_\_

Current Address \_\_\_\_\_

(I'm here until \_\_\_\_\_ / \_\_\_\_\_)

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street Address or PO Box

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City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number: (\_\_\_\_) \_\_\_\_\_

Cell Phone: (\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

Additional Information \_\_\_\_\_

Drivers license #: \_\_\_\_\_

State: \_\_\_\_\_

Any disabilities which might prevent you performing the position for which you are applying?  Yes  No If yes, state your disability and suggest how we could accommodate your disability.

\_\_\_\_\_

\_\_\_\_\_

Have you been convicted of any offence other than a minor traffic violation?  Yes  No If yes, provide details on a separate sheet of paper.

T-shirt Size: \_\_\_\_\_

Present Status \_\_\_\_\_

I am a  high school  college  graduate

Name of School: \_\_\_\_\_

Major: \_\_\_\_\_ Current-year: \_\_\_\_\_

I am employed:  Parttime  Full-time

I work for: \_\_\_\_\_

OK to contact employer as a reference?  Yes  No

Housing \_\_\_\_\_

If you are employed by Tall Timber Ranch, employment includes housing. Housing at camp is designed with single college-age students in mind. Please provide the following.

Age: \_\_\_\_\_ Birthdate \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  M  F

If your needs differ, please provide details below.

\_\_\_\_\_

\_\_\_\_\_

List all website addresses that feature content about yourself, including your myspace, facebook, or weblog.

\_\_\_\_\_

Employment Interests \_\_\_\_\_

1st Choice: \_\_\_\_\_

2nd Choice \_\_\_\_\_

I can arrive on: \_\_\_\_\_ / \_\_\_\_\_

I can stay until: month \_\_\_\_\_ / day \_\_\_\_\_

month \_\_\_\_\_ day \_\_\_\_\_

Please refer to enclosed **Positions Available** list for choices. I am willing to serve:  any position  only listed position.

## Personal History

### Education

Year(s)	Name of School	Degree granted or working towards

### Previous Employment (list previous 2 years) We may contact any of the employers listed.

Dates	Employer	Phone	Main duties

### Camp Experience

Dates	Camp	Phone	I was a -
			<input type="checkbox"/> Camper <input type="checkbox"/> Staff
			<input type="checkbox"/> Camper <input type="checkbox"/> Staff
			<input type="checkbox"/> Camper <input type="checkbox"/> Staff
			<input type="checkbox"/> Camper <input type="checkbox"/> Staff

### References (please list the 3 people you will be distributing the enclosed reference forms. Two should be from an employer or teacher and one should be a youth leader or pastor.)

	Name	Phone/email
Employer/Teacher		
Employer/Teacher		
Pastor/Youth Leader		

Please add any additional information which you believe would assist Tall Timber Ranch in considering your application, including honors and awards.

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## Experience

Please complete the following section. Write "1" beside those you could organize & teach; & "2" beside those you could assist in.

<p><b>Adventure/Challenge</b></p> <p><input type="checkbox"/> Rock Climbing</p> <p>    <input type="checkbox"/> Can lead (5.0=5.10)</p> <p>    <input type="checkbox"/> Can follow (5.0-5.10)</p> <p>    <input type="checkbox"/> Have own gear</p> <p><input type="checkbox"/> Snow/Ice/Glacier</p> <p><input type="checkbox"/> High Ropes Course</p> <p><input type="checkbox"/> Low Ropes Course</p> <p><input type="checkbox"/> Mountain Biking    <input type="checkbox"/> BMX Biking</p> <p><input type="checkbox"/> Archery</p> <p><input type="checkbox"/> Orienteering</p> <p><input type="checkbox"/> Backpacking</p> <p><input type="checkbox"/> Outdoor cooking</p> <p><b>Group Activities</b></p> <p><input type="checkbox"/> Large group games (100+)</p> <p><input type="checkbox"/> Small group games (10-20)</p> <p><input type="checkbox"/> Mixers</p> <p><input type="checkbox"/> Special events</p> <p><input type="checkbox"/> Other _____</p> <p><b>Music/Drama</b></p> <p><input type="checkbox"/> Guitar</p> <p><input type="checkbox"/> Instrument _____</p> <p><input type="checkbox"/> Worship leading</p> <p><input type="checkbox"/> Fun/kid's songs</p> <p><input type="checkbox"/> Singing part _____</p> <p><input type="checkbox"/> Skits</p> <p><input type="checkbox"/> Acting</p> <p><input type="checkbox"/> Sets/lighting</p> <p><input type="checkbox"/> Other _____</p>	<p><b>Computer/Media</b></p> <p><input type="checkbox"/> Computers</p> <p><input type="checkbox"/> Audio/Visual Equipment</p> <p><input type="checkbox"/> PA Sound Systems</p> <p><input type="checkbox"/> Video editing</p> <p><input type="checkbox"/> Photoshop    <input type="checkbox"/> Adobe Premiere</p> <p><input type="checkbox"/> Photography</p> <p><input type="checkbox"/> Video</p> <p><b>Nature</b></p> <p><input type="checkbox"/> Wildlife</p> <p><input type="checkbox"/> Astronomy</p> <p><input type="checkbox"/> Ecology</p> <p><input type="checkbox"/> Plant life</p> <p><b>Secretarial</b></p> <p><input type="checkbox"/> Word processing</p> <p><input type="checkbox"/> Organizing</p> <p><input type="checkbox"/> Receptionist</p> <p><input type="checkbox"/> Retail clerk</p> <p><input type="checkbox"/> Other _____</p> <p><b>Waterfront</b></p> <p><input type="checkbox"/> Lifeguard training _____</p> <p><input type="checkbox"/> Current Certification _____</p> <p><input type="checkbox"/> Swimming</p> <p><input type="checkbox"/> Canoeing</p> <p><b>Health care</b></p> <p><input type="checkbox"/> 1st aid</p> <p><input type="checkbox"/> Current certification</p>	<p><b>Maintenance/Operations</b></p> <p><input type="checkbox"/> Carpentry</p> <p><input type="checkbox"/> Power tool operation</p> <p><input type="checkbox"/> Tractor operation</p> <p><input type="checkbox"/> Lawn care/landscape</p> <p><input type="checkbox"/> Trail building</p> <p><input type="checkbox"/> Chain saw operation</p> <p><input type="checkbox"/> Janitorial tasks</p> <p><input type="checkbox"/> Dish washing</p> <p><b>Food Service</b></p> <p><input type="checkbox"/> Prep cooking</p> <p><input type="checkbox"/> Quantity cooking</p> <p><input type="checkbox"/> Serving</p> <p><input type="checkbox"/> Baking</p> <p><input type="checkbox"/> Other _____</p> <p><b>Leadership</b></p> <p><input type="checkbox"/> Camp counseling(age)_____</p> <p><input type="checkbox"/> Child care</p> <p><input type="checkbox"/> Church intern</p> <p><input type="checkbox"/> Youth group leader (age)_____</p> <p><input type="checkbox"/> Sunday school teacher (age)_____</p> <p><input type="checkbox"/> Coach (sport/age)_____</p> <p><input type="checkbox"/> Dorm RA</p> <p><input type="checkbox"/> Student government</p> <p><input type="checkbox"/> Teacher (grade/subject)_____</p> <p><input type="checkbox"/> Other _____</p> <p><b>Arts/Crafts</b></p> <p>List areas of experience</p> <p>_____</p> <p>_____</p>
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## Spiritual Narrative

Please answer the following questions by attaching a separate sheet of paper.

1. Describe your current relationship with Christ, including when you became a Christian, and your present participation in ministry activities, and what you do to maintain spiritual growth.
2. What strengths would you bring to camp this summer? What do you hope to gain from working at camp?
3. Describe any Bible Study or small group leadership experience you have had. List any seminar topics you feel you could teach.

## Employment Commitment

**Please read each of the following statements.** Signify your response to each statement by initialling in the yes or no column.

Yes	No	
_____	_____	In the event of employment, I will commit myself to fulfill my contract dates.
_____	_____	If employed, I agree to abide by the spiritual standards of Tall Timber Ranch as well as all applicable policies & procedures.
_____	_____	I authorize investigation of all statements herein and release Tall Timber Ranch and all others from liability in connection with same.
_____	_____	I certify that this application was completed by me, and that all entries or omissions on it and information in it are true and complete to the best of my knowledge. I further understand that any job offer may be conditional on completing any pre-employment screening. I understand that if hired, any misstatements on the application are grounds for immediate dismissal.

\_\_\_\_\_

Date

\_\_\_\_\_

Signature of Applicant

Mail to-Stan Fishburn, Tall Timber Ranch, 27875 White River Road, Leavenworth, WA 98826

Tall Timber Ranch  
27875 White River Road, Leavenworth, WA. 98826  
Phone: 509.763.3127 Fax: 509.763.1227  
Email: lyndsay@talltimber.org Web: www.talltimber.org

### Employer/Teacher Reference

Completed by an **Employer/Teacher, or someone who knows your character/abilities**

Name of Applicant: \_\_\_\_\_ Applying for position of: \_\_\_\_\_

This person has applied to work at Tall Timber Ranch. Tall Timber Ranch is a Presbyterian Church camp for children, youth, adults, & families.

#### Authorization

Applicant-please sign and date before handing out this reference form

I hereby authorize \_\_\_\_\_ to provide Tall Timber Ranch with the information requested.  
I release him/her from all liability in the giving of this information.

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

#### Behavioral Report

Under each general heading, check the phrase which most accurately describes the applicant's behavior.

**1. How well is the applicant able to direct and influence others along definite lines of action?**

- |  |   |
|--|---|
| <input type="checkbox"/> Poor leader; incapable of directing others                          | <input type="checkbox"/> Usually follows the lead of others |
| <input type="checkbox"/> Normally successful in directing and leading others                 | <input type="checkbox"/> Very successful in leading others  |
| <input type="checkbox"/> Exceptional leader; inspires others along desirable lines of action |   |

**2. How well does the applicant work with associates and others for the good of the group?**

- Cooperates grudgingly; makes trouble-obstructionst
- Gives limited cooperation; neglects common good for own interests
- Cooperates with others towards accomplishment of common cause
- Cooperates willingly and actively regardless of self-benefit
- Exceptionally successful in working with others and inspiring confidence

**3. How does this person react to suggestions or criticisms by others?**

- |  |  |
|--|--|
| <input type="checkbox"/> Takes criticism as a personal insult                        | <input type="checkbox"/> Resents suggestions           |
| <input type="checkbox"/> Listens to suggestions but may act without considering them | <input type="checkbox"/> Follows suggestions willingly |
| <input type="checkbox"/> Asks for criticisms and suggestions                         |  |

**4. How responsible is the applicant? Able to competently get things done on their own?**

- |   |   |
|---|---|
| <input type="checkbox"/> Irresponsible even under supervision   | <input type="checkbox"/> With constant supervision will do a satisfactory |
| <input type="checkbox"/> Needs detailed instructions with regular checks on work  | job   |
| <input type="checkbox"/> Exceptionally able to accomplish work without close supervi- <input type="checkbox"/> Carries out routine activity on own responsibility |   |

**5. How well does the applicant put his/her principles and convictions into action?**

- |  |   |
|--|---|
| <input type="checkbox"/> Fails to carry out convictions under stressful conditions                   | <input type="checkbox"/> Acts according to convictions in most situations |
| <input type="checkbox"/> Carries out principles and convictions constantly without close supervision |   |

**6. How well does the applicant apply energy and persistence in following a job through?**

- |  |  |
|--|--|
| <input type="checkbox"/> Needs much prodding to complete work          | <input type="checkbox"/> Rather indifferent; does not finish job         |
| <input type="checkbox"/> Completes assigned tasks of own accord        | <input type="checkbox"/> Industrious, energetic; dependable at all times |
| <input type="checkbox"/> Unusual perseverance; does more than expected |  |

**7. How well does the applicant control emotions?**

- |  |   |
|--|---|
| <input type="checkbox"/> Easily depressed, irritated or elated | <input type="checkbox"/> Tends to be overly emotional |
| <input type="checkbox"/> Unresponsive; apathetic               | <input type="checkbox"/> Tends to be unresponsive     |
| <input type="checkbox"/> Usually well-balanced                 | <input type="checkbox"/> Well-balanced                |

Please grade the applicant on the following traits: 1-superior, 2-above average, 3-average, 4-weak

- \_\_\_ Personal appearance
- \_\_\_ Tact/courtesy
- \_\_\_ Dependability
- \_\_\_ Honesty/ integrity

- \_\_\_ Sense of humor
- \_\_\_ Attitude toward work
- \_\_\_ Initiative/ self motivation
- \_\_\_ Attitude toward authority

**Narrative Report**

Please state briefly specific instances in which you have observed the applicant's behavior as it applies to any of these items.

1. How long have you known the applicant? \_\_\_\_\_ In what capacity \_\_\_\_\_

2. Would you recommend this applicant for this position:       Yes       No    If not, please explain why.  
\_\_\_\_\_

3. Would you be willing to place your child under the direct charge and influence of this individual? If not, please explain why.  
\_\_\_\_\_

4. Maturity of judgment. How does person react in situations of stress?: \_\_\_\_\_

5. Nature of associates. Describe the type of people with whom applicant normally associates. \_\_\_\_\_

6. Dependability. Can he/she be relied upon? Does person weaken in absence of authority? \_\_\_\_\_

7. Please provide any additional comments you feel would help us in considering the applicant:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Please return to:**  
Stan Fishburn  
Tall Timber Ranch  
27875 White River Road  
Leavenworth, WA 98826  
fax (509)763-1227

Name: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Address: \_\_\_\_\_  
Employed by: \_\_\_\_\_ Email: \_\_\_\_\_

Tall Timber Ranch  
27875 White River Road, Leavenworth, WA. 98826  
Phone: 509.763.3127 Fax: 509.763.1227  
Email: lyndsay@talltimber.org Web: www.talltimber.org

Pastor, Youth Leader Reference

Completed by a **Pastor, Youth Leader, or someone knowing your relationship with God**

Name of Applicant: \_\_\_\_\_ Applying for position of: \_\_\_\_\_

This person has applied to work at Tall Timber Ranch. Tall Timber Ranch is a Presbyterian Church camp for children, youth, adults, & families.

Authorization

Applicant-please sign and date before handing out this reference form

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I release him/her from all liability in the giving of this information.

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

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|--|---|
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**3. How does this person react to suggestions or criticisms by others?**

- |  |  |
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- |  |   |
|--|---|
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- \_\_\_\_\_ Tact/courtesy
- \_\_\_\_\_ Dependability
- \_\_\_\_\_ Honesty/ integrity

- \_\_\_\_\_ Sense of humor
- \_\_\_\_\_ Attitude toward work
- \_\_\_\_\_ Initiative/ self motivation
- \_\_\_\_\_ Attitude toward authority

Narrative Report

Please state briefly specific instances in which you have observed the applicant's behavior as it applies to any of these items.

1. How long have you known the applicant? \_\_\_\_\_ In what capacity \_\_\_\_\_
2. Is the applicant a Christian?     Yes    No   For approximately how long?: \_\_\_\_\_
3. Does the applicant appear to be growing in their faith?    Yes    No   Please state why you answered as you did.  
\_\_\_\_\_  
\_\_\_\_\_
4. Is the applicant involved in ministry?    Yes    No   What type?: \_\_\_\_\_  
\_\_\_\_\_
5. In what areas does the applicant need to be nurtured and encouraged to grow?: \_\_\_\_\_  
\_\_\_\_\_
6. Would you recommend this applicant for this position:             Yes             No   If not, please explain why.  
\_\_\_\_\_
7. Would you be willing to place your child under the direct charge and influence of this individual? If not, please explain why.  
\_\_\_\_\_
8. Maturity of judgement. How does person react in situations of stress?: \_\_\_\_\_  
\_\_\_\_\_
9. Nature of associates. Describe the type of people with whom applicant normally associates. \_\_\_\_\_  
\_\_\_\_\_
10. Dependability. Can he/she be relied upon? Does person weaken in absence of authority? \_\_\_\_\_  
\_\_\_\_\_
11. Please provide any additional comments you feel would help us in considering the applicant:

**Please return to:**  
 Stan Fishburn  
 Tall Timber Ranch  
 27875 White River Road  
 Leavenworth, WA 98826  
 fax (509)763-1227

Name: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Employed by: \_\_\_\_\_ Email: \_\_\_\_\_

# Washington State Patrol

Identification and Criminal History Section  
PO Box 42633, Olympia, WA 98504-2633

## Request for Criminal History Information Child/Adult Abuse Information Act RCW 43.43.830 through 43.43.845

Requesting Agency/Address	Purpose
Tall Timber Ranch 27875 White River Road Leavenworth, WA 98826  _____ Personnel Coordinator	____ Non-Profit Business

### Applicant of Inquiry

Applicant's Name \_\_\_\_\_  
(Print please)                      Last                      First                      Middle

Alias/Maiden Name \_\_\_\_\_

Date of Birth \_\_\_\_\_ Sex \_\_\_\_\_ Race \_\_\_\_\_

Social Security Number \_\_\_\_\_

Driver's Lic Number/State \_\_\_\_\_ / \_\_\_\_\_

Secondary dissemination of this criminal history record information response is prohibited unless in compliance with RCW 10.97.050

\_\_\_\_\_  
Applicant's Signature \_\_\_\_\_

Applicant's Address \_\_\_\_\_

\_\_\_\_\_  
City    State    Zip