

**UCSB FAMILY VACATION CENTER**  
**University of California, Santa Barbara, CA 93106-1120**  
**Phone: 805-893-3123 Fax: 805-893-2927 email: vacation@ia.ucsb.edu**  
**www.familyvacationcenter.com**

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 \_\_\_\_\_ Local Phone \_\_\_\_\_

Email Address \_\_\_\_\_ Social Security # \_\_\_\_\_

Driver's License # \_\_\_\_\_

**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 3 months to 2 year olds. Team player, love 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

**Finance Staff:** Detail oriented, great computer skills, experience with accounting/book keeping

**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 preferred

**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. \_\_\_\_\_

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

**Employment Dates:** June 22-August 27. Are you available to work the full 9 weeks of summer? YES/NO  
**New Staff Orientation:** May 11, 6:30-9pm. Are you available to attend this evening training session? YES/NO  
**All Staff Retreat:** May 19-21. Are you available to attend these all-day training sessions? YES/NO

What date are you available to 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 these jobs with accommodations? 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? \_\_\_\_\_ Years Driving \_\_\_\_\_ Have you ever driven a van? \_\_\_\_  
Are you willing to be trained and tested to be a camp van driver? \_\_\_\_ Do you have any moving vehicle violations? \_\_\_\_

**CERTIFICATES AND LICENSES**

Are you/Will you be certified in CPR through 8/31/06? **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 position you are applying for: \_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

**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

Company	Supervisor	Telephone #	Position(s)	Date
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Briefly describe any experiences, which may help to qualify you for a Family Vacation Center Staff position. Include such things as High School and College activities, scholastic and/or athletic honors, extra curricular clubs, social organizations, etc. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## REFERENCES

List 3 non-relative adults who know you in a professional capacity. If you are hired **these people will be contacted**. Include phone numbers and full mailing addresses. **Do not use friends**. Written references are also encouraged. If you choose to have references submitted, please use the attached forms. Reference forms are to be sent by the writer directly to Lesley Ross.

Name	Address & Email	Phone #	Relationship
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**Please respond to the following questions.** Staffers are expected to work in a number of areas in any given week of the summer. Please elaborate on your experience in each of the questions. Brevity is encouraged.

1. What has drawn you to this job and how would you make your own personal mark at the FVC this summer?

2. Comment on your experience with children of all ages. What age group are you most comfortable with? Have you ever had a job where you've had to organize large groups of kids? Do you enjoy leading children's activities? Why or why not?

## ACTIVITY SKILLS

Please put an "X" by all of the following activities that you feel **very confident** that you could lead a large group of adults/children. Remember that you may be asked to teach or instruct in this area if you put a mark by it.

### ARTS AND CRAFTS

- Ceramics
- Beading (Jewelry)
- Woodworking
- Sketching
- Painting
- Paper Mache
- Lanyards
- Wearable Art
- Using Table Saw

### SPORTS

- Basketball
- Baseball
- Bicycling (Distance)
- Frisbee
- Golf
- Hiking
- Running
- Soccer
- Softball
- Surfing
- Tennis
- Volleyball
- Water Aerobics
- Yoga

### PERFORMING ARTS

- Dancing
- Theater/Drama
- Solo Singing
- Campfire Programs
- Story Telling
- Play Guitar
- Play Piano
- Musical Instrument

### MISCELLANEOUS

- Program Planning
- Staff Training
- Carpentry
- Bookkeeping
- Photography
- Newspaper
- Sewing
- Card Dealing
- Bartending
- Balloon Tying

**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 application to the Family Vacation Center by:**

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

**FAX:** (805) 893-2927  
Attn: Lesley Ross

**HAND DELIVER:**  
UCSB Alumni Association Rm 1209  
Family Vacation Center  
Hollister Research Center  
6550 Hollister Ave  
Goleta, CA 93117

**APPLICATION DEADLINE:**

**Deadline: 5pm, Friday, February 10, 2006!**