



**Thank you for your interest in Rocky River Ranch!**

For over 50 years, RRR has been committed to providing the best camping experience to children from around Texas, the United States, and the world. We would love to have you become a part of our summer camping staff!

Inspiring independent girls since 1953

Nestled in the heart of the Hill country, Wimberley is a small, quaint town about 37 miles southwest of Austin and 60 miles north of San Antonio. Our campsite is located on the beautiful Blanco River and our unique location allows easy access to San Marcos, Austin, and San Antonio.

Our all girls resident summer camp begins June 6, 2010 and ends August 6, 2010. We offer staff the option of working the entire summer, working the first half (June 6 - July 6), or working the second half (July 11 - August 6). We also offer Lifeguard Training May 21 - May 24. However, we do require that all staff, regardless of which session you are working, attend our staff training, May 30 - June 5, 2010.

We are looking for bright, dynamic staff members who can bring diversity to our camp family. While we always offer traditional camping activities (arts and crafts, canoeing, horseback riding, swimming, etc. ) we also work closely with staff members to find activities that best reflect their varied interest and abilities. As a result, we can allow staff to lead activities that they enjoy as well as provide a wide variety of choices to our campers.

Spending your summer as a staff member at Rocky River offers many rewards. By being a positive role model to girls ages 7 - 14, you have the amazing opportunity to teach new skills, help them build self confidence and independence, and nurture them as they learn about the world around them. Your self confidence and independence will also grow, and by living in our positive and caring community, you will gain valuable leadership and teaching skills, all while making lifelong friends.

Take a look at the enclosed materials including job descriptions, application process, and the staff application. Please contact me if you have any questions ~ I look forward to talking to you soon!

Shanna Watson  
Summer Camp Director

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P.O. Box 109 Wimberley, Texas 78676  
512.847.2513 (ph) 800.863.2267 (toll free) 512.847.9067 (fax)  
[www.rockyriverranch.com](http://www.rockyriverranch.com) [jobs@rockyriverranch.com](mailto:jobs@rockyriverranch.com)

*A Private Camp for Girls*  
**ROCKY RIVER RANCH**  
*P.O. Box 109 Wimberley, Texas 78676*  
**APPLICATION PROCESS**

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**AM I READY TO BE A ROCKY RIVER COUNSELOR?**

- YES NO Do I meet the qualifications of the positions for which I am applying?
- YES NO Am I willing to make a commitment to the children served by the camp by arriving and remaining at camp for my entire contract period?
- YES NO Would I enjoy working with children and staff from diversified backgrounds?
- YES NO Rocky River Ranch believes in individualism, yet maintains a professional dress code (no visible body piercings, tatoos, unnatural hair coloring, and appropriate clothing). Will I comply with these restrictions?
- YES NO Tobacco usage (including smoking, dipping, or chewing) is prohibited on camp site and/or while away from camp on camp-related activities. Will I comply with this zero-tolerance policy?
- YES NO Alcohol and illegal drug use is prohibited on camp or while away from camp on camp-related activities, as is returning to camp after time off under the influence of alcohol and illegal drugs. Will I comply with this policy?

if you answered yes to all six questions, please continue

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**HOW DO I APPLY?**

**COMPLETE** the entire application

-- answer all questions in ink

-- return the application to:

Rocky River Ranch

PO Box 109

Wimberley, Texas 78676

**READ AND SIGN** the Criminal Background Check form and send it in with your application.

**COMPLETELY FILL** the Voluntary Disclosure Statement and send it in with your application.

**IF** you have any questions, please feel free to call Shanna at 512.847.2513.

**ALL** of these forms must be properly completed and received by Rocky River Ranch to proceed with hiring process. Once all items are received you will be contacted with further information.

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**CONSENT FOR CRIMINAL BACKGROUND HISTORY CHECK**

Rocky River Ranch is committed to providing a safe camping environment for all staff and campers.

Your association with Rocky River Ranch as a volunteer or employee is contingent on the results of a criminal history records check as well as other factors consistent with Rocky River Ranch hiring practices.

I hereby give my permission for and authorize Rocky River Ranch to obtain information relating to my criminal history record with any local, county, state, or federal agencies and records departments, now and in the future, as necessary, as long as I continue my association with Rocky River Ranch as a volunteer or employee of Rocky River Ranch. I understand the criminal history record may include arrest and conviction data. I understand that this information will be used, in part, to determine my eligibility for an employment/volunteer position with this organization. I also understand that as long as I remain an employee or volunteer at Rocky River Ranch, the criminal history records check may be repeated at any time and I authorize Rocky River Ranch to repeat the check at any time at its sole discretion. I also understand that the results of this check may be grounds for my immediate removal from Rocky River Ranch as a volunteer or employee, at the sole discretion of Rocky River Ranch. I understand that I will have an opportunity to review the criminal history records check and a procedure is available for clarification, if I dispute the record as received, but until I take whatever action is necessary to clarify my record, Rocky River Ranch is entitled to rely upon the information received from the reporting agencies.

Be assured that the findings of the investigative action will be held in confidence and the information will be used only to further the purpose of promoting the values of Rocky River Ranch, especially related to the safety of children in its care.

Criminal history records are reviewed only by specifically designated Rocky River Ranch staff of proved discretion and the record reviewed from the reporting agencies are destroyed by those individuals. No permanent records are maintained other than the name, personal identifying data, date of history check, and an "approved" or "rejected" regarding whether continued association with Rocky River Ranch as volunteer or employee.

I, the undersigned, do for myself, my heirs, executors, and administrators, hereby release and forever discharge and agree to indemnify and hold harmless Rocky River Ranch and each of their officers, directors, employees, and agents from and against any and all causes of actions, suits, liabilities, costs, debts, and sums of money, claims, and demands whatsoever, and any and all related attorney's fees, court costs, and other expenses relating from the investigation of my background in connection with my application to become a volunteer or employee.

I have read or had explained to me the information presented above regarding individual criminal history records checks.

\_\_\_\_\_  
 APPLICANT SIGNATURE

\_\_\_\_\_  
 DRIVER'S LICENSE NUMBER/STATE

\_\_\_\_\_  
 PRINTED NAME

\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_  
 SOCIAL SECURITY NUMBER

\_\_\_\_/\_\_\_\_/\_\_\_\_\_  
 DATE

\_\_\_\_/\_\_\_\_/\_\_\_\_\_  
 DATE OF BIRTH

*for office use only*

date of check ____/____/____	approved/rejected _____	Notified: Date/Time _____	By: _____
date of check ____/____/____	approved/rejected _____	Notified: Date/Time _____	By: _____
date of check ____/____/____	approved/rejected _____	Notified: Date/Time _____	By: _____



# Rocky River Ranch

## camp staff application

NAME \_\_\_\_\_ DATE APPLIED \_\_\_\_/\_\_\_\_/\_\_\_\_

PRESENT (SCHOOL) ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE (\_\_\_\_) \_\_\_\_-\_\_\_\_

PERMANENT ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE (\_\_\_\_) \_\_\_\_-\_\_\_\_

DRIVER'S LICENSE # \_\_\_\_\_ STATE \_\_\_\_\_ SSN \_\_\_\_-\_\_\_\_-\_\_\_\_

BIRTHDATE \_\_\_\_/\_\_\_\_/\_\_\_\_ E-MAIL ADDRESS \_\_\_\_\_

Our minimum age requirement for a Counselor is 18 years old with at least a year out of high school. Do you meet this requirement?  Yes  No If not, are you interested in applying for a Junior Counselor Position?  Yes  No

### EDUCATION

DATES	SCHOOL	MAJOR SUBJECTS	DEGREES

### PAST EMPLOYMENT *(list previous two summers or years)*

DATES	EMPLOYER	ADDRESS/PHONE	NATURE OF WORK	SUPERVISOR	REASON FOR LEAVING

### CAMP EXPERIENCE

DATES	NAME OF CAMP	DIRECTOR	ADDRESS	CAMPER/STAFF

### ORGANIZATIONS (church, school, etc) IN WHICH YOU ARE ACTIVE OR HAVE VOLUNTEERED

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### REFERENCES (give names/addresses/phone numbers of at least 5 people: family friend, teacher, or fellow worker having knowledge of your character, experience, and ability. Please list only one relative or friend.)

NAME AND RELATION TO YOU	ADDRESS/CITY/ST/ZIP	PHONE
_____	_____	(____) ____-____
_____	_____	(____) ____-____
_____	_____	(____) ____-____
_____	_____	(____) ____-____
_____	_____	(____) ____-____

We will contact you after we receive and review your application.



# Rocky River Ranch

camp staff application, pg.2

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How did you hear about Rocky River Ranch? \_\_\_\_\_

Why are you interested in working at Rocky River Ranch? \_\_\_\_\_

Please list experience you have had working with children. \_\_\_\_\_

What personal qualities do you possess that would make you a good cabin counselor for girls ages 7-14? \_\_\_\_\_

How do you spend your spare time? \_\_\_\_\_

In what ways do you think children can benefit from a camp experience? \_\_\_\_\_

In what ways can you be a positive role model to the campers at Rocky River Ranch? \_\_\_\_\_

List classes in which you would be interested in teaching or assisting with. \_\_\_\_\_

Write a brief biographical sketch including specialized training in camping and experience or training in other fields which might have a bearing on the position for which you are applying. \_\_\_\_\_

An interview is required to complete your application. When are you available? \_\_\_\_\_ Where? \_\_\_\_\_

I authorize investigation of all statements herein and release the camp and all others from liability in connection with same. I understand that, if employed, I will be an at-will employee and that any agreement to the contrary must be in writing and signed by the director of the camp. I also understand that untrue, misleading, or omitted information herein may result in dismissal, regardless of the time of discovery by the camp.

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



# Rocky River Ranch

## staff class sign up, 2010

Listed below are the options for your morning classes while at Rocky River. Please rank your top five, in preference order, in the right hand column.

The open spots refer to an hour that can be used at a director's discretion (helping with another class, working in the office, prepping for classes, etc.).

**Please note:** Any staff wishing to teach kayaking, fishing, swimming, or synchronized swimming must be a certified lifeguard before camp begins. If you choose to only lifeguard in the morning, you may be placed at either the pool or river.

One of the directors will contact you to determine your final morning schedule. Once determined, you will keep the same schedule for the length of your contract. Complete lesson plans for each class you are assigned are due at staff training.

# Needed	9:00	10:00	11:00	Your Rank
1	fishing	fishing	open	
1	stagecraft	open	drama	
1	cheer	dance	open	
1	sport-a-day	tennis	fitness	
1	anything goes	anything goes	anything goes	
1	open	cooking	cooking	
1	newspaper	open	video	
1	open	health & beauty	health & beauty	
1	scrapbooking	scrapbooking	miniatures	
1	archery	archery	archery	
2	kayaking	kayaking	kayaking	
2	rappelling	rappelling	rappelling	
2	climbing wall	climbing wall	climbing wall	
1	open	open	instructional swimming	
1	int/adv synchro	beg synchro	open	
1	art	art	doll making	
5	horseback	horseback	horseback	
2	lifeguard	lifeguard	lifeguard	
1	camp photographer	camp photographer	camp photographer	

Please rank your top 5 choices from the list below. Remember - Junior Counselors have time off during this hour and do not teach 5:00 classes.

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Cooking         | <input type="checkbox"/> Miniatures             | <input type="checkbox"/> Crafts        |
| <input type="checkbox"/> Doll Making     | <input type="checkbox"/> Random Acts of Kindess | <input type="checkbox"/> Anything Goes |
| <input type="checkbox"/> Journaling      | <input type="checkbox"/> River Rats             | <input type="checkbox"/> Knitting      |
| <input type="checkbox"/> RRR Adventurers | <input type="checkbox"/> Pool Games             |  |
| <input type="checkbox"/> Singing         | <input type="checkbox"/> SIT Class              |  |

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**VOLUNTARY DISCLOSURE STATEMENT**

NAME \_\_\_\_\_ BIRTHDATE \_\_\_\_\_  
last first middle

HOME ADDRESS \_\_\_\_\_  
street address city state zip

OTHER NAMES BY WHICH KNOWN (EG. MAIDEN NAME) \_\_\_\_\_

HOME PHONE \_\_\_\_\_ BUSINESS PHONE (IF APPLICABLE) \_\_\_\_\_

SCHOOL OR COLLEGE \_\_\_\_\_

ADDRESS \_\_\_\_\_  
street address city state zip

1. Previous residence(s) for last 5 years (include college and home residences):
- City \_\_\_\_\_ State \_\_\_\_\_ Years \_\_\_\_\_
- City \_\_\_\_\_ State \_\_\_\_\_ Years \_\_\_\_\_
- City \_\_\_\_\_ State \_\_\_\_\_ Years \_\_\_\_\_
- City \_\_\_\_\_ State \_\_\_\_\_ Years \_\_\_\_\_

(continue on separate sheet if necessary)

2. Have you ever been convicted of any crime relating in any manner to children and/or your conduct with them? YES NO
- If yes, please explain: (Use separate sheet if necessary.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. Have you ever been convicted of any crime including, but not limited to, those listed below and/or any crime similar in any manner to those listed below? YES NO
- \* indecent assault and battery on a child under fourteen
  - \* indecent assault and battery on a mentally retarded person
  - \* indecent assault and battery on a person who has obtained the age of fourteen
  - \* rape
  - \* rape of a child under sixteen with force
  - \* assault with intent to commit rape
  - \* kidnapping of a child under sixteen with intent to commit rape
  - \* distribution and trafficking of narcotics or other controlled substances
  - \* intent to commit any of the above crimes

If yes, please explain: (Use a separate sheet if necessary.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. Have you ever been adjudged liable for civil penalties or damages involving sexual or physical abuse of children? YES NO

If yes, please explain: (Use a separate sheet if necessary.)

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5. Are you now or have you ever been subject to any court order involving sexual or physical abuse of a minor, including, but not limited to, a domestic order or protection? YES NO

If yes, please explain: (Use a separate sheet if necessary.)

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6. Have you ever been a victim of abuse? YES NO

If yes, please explain: (Use a separate sheet if necessary.)

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7. Have your parental rights ever been terminated for reasons involving sexual or physical abuse of children? YES NO

If yes, please explain: (Use a separate sheet if necessary.)

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I understand that:

- a. Rocky River Ranch may deny employment to any person who answers any questions numbered 2 - 5 above in the affirmative.
- b. In applying for a camp position, the information which I have furnished on this form is subject to verification, which may include a criminal history check and request from any Central registry of child abusers.
- c. Rocky River Ranch may terminate employment or volunteer service of any person:
  - 1. found to have a history of complaints or abuse of a minor and/or
  - 2. found to have resigned, been terminated, or been asked to resign from a position whether paid or unpaid, due to complaint(s) of sexual abuse of a minor.
- d. This disclosure statement must be updated yearly.

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

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