



Thank you for your interest in working with the Zajac Ranch.

Zajac Ranch for Children is a non-profit organization dedicated to providing outdoor and camp experiences to children and young adults living with special needs and chronic illnesses. Children who attend camp will improve their self-esteem and confidence in a stimulating, supportive, empowering and fun environment, while ensuring their physical and emotional well-being.

You, as a potential employee, have the opportunity to gain experience in the areas of leadership, communication, organization, teamwork, conflict resolution and community building. Pre-camp staff training will cover topics that will orient you with the knowledge and skills to effectively and confidently mentor those attending our camps.

Working at Zajac Ranch for Children will allow you to develop skills working with groups with diverse challenges. These skills and experiences have applications in many future careers and are positively recognized by employers and post-secondary institutions. Not only will you develop and build upon your professional skills, but you will have the opportunity to explore who you are, and let your true personality shine. You will meet people from all over the world, whom share similar interests and the desire to make a difference in a child's life.

Sincerely,

Zajac Ranch for Children

The Zajac Foundation/Ranch Privacy Policy: The Zajac Foundation and Ranch is committed to protecting the privacy of personal information in our possession or under our control in accordance with the Personal Information Protection Act (PIPA). PIPA regulates the way we collect, use, keep, secure and disclose personal information. Please see the included page of waivers and agreements for specific details.

IMPORTANT INFORMATION

Age	You must be at least 18 years of age to be employed at the Ranch.
First Aid/CPR	All staff must have a valid Standard First Aid and CPR C certificate.
Criminal Reference Check	All staff are required to complete a criminal record check upon acceptance of employment.
Experience	Preference is given to applicants with background in childcare, camping/outdoor recreation and/or Zajac Ranch experience.
Interview	Short-listed applicants will have a personal interview with member(s) of the support staff team.
Acceptance for paid staff	You must be available to work every session in the summer and be able to attend the full pre-season training. 14 th June – 25 th August.
Training	All successful applicants (including returning staff/volunteers) are required to attend staff training. Dates of training will be announced.

1. **Unit Leaders** – With the directors, the unit leaders form the support staff at the Zajac Ranch for Children. Collectively, the support staff ensures the safe and smooth running of all aspects of camp. Unit Leaders are available to assist with programs, behaviour management, inclusion and reporting. Unit Leaders show great initiative and are willing to step in and help out in any way they can to ensure that we run a quality program. They have a high degree of experience working in the camp environment and understand the needs of youth living with special needs and/or chronic and debilitating illnesses. They possess strong communication skills. Our Unit Leaders have the skills, enthusiasm, and experience to jump into any situation at camp and are our go to problem solvers.

2. **Wranglers (Group Leaders)** – Wranglers are the Zajac Ranch for Children cabin counsellors. For each camp session you'll be a part of a support team responsible for a small group of children with special medical needs. This rewarding position allows you to interact daily and develop a rapport with children with a wide variety of challenges. You will accompany your group of campers to each activity and support them in all endeavors. No two days will be the same and as a Wrangler you'll be a key influence on a Zajac Ranch camper's stay.

3. **Rangers (Activity Specialists)** - Rangers are the Zajac Ranch for Children activity leaders. Your job is to make sure that your activity area is run in a safe, fun and positive way. Your role is to ensure that all campers can participate to the best of their abilities. The aim of our activities is to provide all campers with a supportive environment while partaking in activities. Any time not spent running your activity is spent with the group of campers to whom you are assigned.

Summer 2017 Staff Application

Please ensure all answers are legible.



Name: _____ Date: _____

Current Address: _____
(Street)

(City) (Province) (Postal code)

Permanent Address: _____
(if different from above) (Street)

(City) (Province) (Postal code)

Email Address: _____

Current Phone #: _____ School/Home #: _____

Gender: _____ Age: _____

Were you employed at Zajac Ranch in the past? ____ Yes ____ No

If yes, what year and position? _____

What position are you applying for?

- Program Director
- Unit Leader
- Wrangler (Cabin Counsellor)
- Ranger (Program Specialist)
 - Canoe and Kayak
 - Creative Arts
 - Ropes Course (High and Low Ropes Courses & Climbing Wall)
 - Outdoor Adventure (Archery, Earth Adventure, & Orienteering)
 - Equestrian
 - Life Guard

Would you accept another position, if your first choice is unavailable? ____ Yes ____ No

Where did you hear about Zajac Ranch for Children?

Why do you want to work at Zajac Ranch for Children?

What is your experience working at camp or with youth living with special needs and chronic illness?

Being part of the camp staff, you will be giving up a great deal of privacy and comfort, working long and demanding hours, and adhering to camp policies which may be limiting and not necessarily reflect your way of living. (Diet, curfew, time on/time off, lack of privacy, no smoking, no drinking, no illegal drug use, etc).

Do you see any problem complying with this type of lifestyle? Yes No

First Aid and CPR

Zajac Ranch requires up to date **Standard First Aid and CPR 'C' certification.**

Copies of valid certificates must be on file prior to starting work.

Do you have current and valid First Aid / CPR(C) certification? Yes No

If yes, please list expiry date(s) _____ / _____
(First Aid) (CPR 'C')

What level of First Aid do you have and where did you take the course?

References

Please provide us with the name and contact information of three references we may contact:

Name: _____ Phone: _____

Email: _____ Relationship: _____

Name: _____ Phone: _____

Email: _____ Relationship: _____

Name: _____ Phone: _____

Email: _____ Relationship: _____

I certify that the statements made in this application and supplement are true and correct to the best of my knowledge and belief, and authorize investigation of all information given.

Signature _____ Date _____

Please submit completed application with a cover letter, your current resume and any relevant certifications. Application may be submitted via email, mail, or in person

**Mailing and Physical Address: Zajac Foundation
300 – 2006 West 10th Avenue
Vancouver, B.C. V6J 2B3**

Email: *info@zajac.com*

Please make sure that you have filled in all areas. Pages 3-6 need to be mailed or emailed to us.
The rest of the pages are for your information.