



**Boy Scouts of America**  
**Western Los Angeles County Council**  
16525 Sherman Way, Unit C-8  
Van Nuys, CA 91406-3753  
(818) 785-8700  
Fax: (818) 901-4888

November 30, 2005

To: Prospective Emerald Bay Camp Staff Applicants

From: Kirk Hetherington, Camp Director

Enclosed is an application for a staff position at Camp Emerald Bay for the summer of 2006. It is my hope that you will complete the Application and return it with a Letter of Recommendation, and Applicants Letter to the Camp to the council office at the address above, **no later than Monday, January 2<sup>nd</sup>**. Please note: It is essential you complete a new application form in order to be considered, even if you have been on staff for several years. You will have additional qualifications and experience for us to consider and it is important for the camp to have up to date personnel files.

Staff dates for 2006 are scheduled for Sunday June 4, to Monday September 4. If unavailable for the full summer, please note available dates on your application (**Availability is a minimum of 5 weeks, and we try to hire from either end of the summer**). Also, due to the high number of applicants for various positions, please make sure you fill out all four choices. The staff is mandated to attend a Memorial Day work party at the camp. Additional volunteer and paid work is available throughout the year.

By January 13<sup>th</sup> you will be notified of the date, time, and location for your interview. Interviews will be held in mid-January at three locations and are an important part of the selection process for ALL applicants, including former staff. Of course exceptions are made for applicants who live outside the interview zone. In this instance a telephone interview may be conducted. Please complete the questionnaire regarding your availability for interview and return it along with your staff application form.

As I write this letter, all Eleven weeks of camp are full for 2006. It's going to be a great summer. I hope you will take the time now to complete your application for a chance to become one of the fortunate few to serve on the staff at Camp Emerald Bay.

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Camp Emerald Bay Interview Questionnaire

(Please check appropriate places and be sure to return this questionnaire with your application)

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

I am available for interview

I am available for interview Saturday January 21<sup>st</sup>, 2006 at  
Heard Pueblo Scout Camp in Pheonix \_\_\_\_\_

My preference would be between 1 p.m. and 3 p.m. \_\_\_\_\_

My preference would be between 3 p.m. and 6 p.m. \_\_\_\_\_

I am available for interview Friday January 20<sup>th</sup>, 2006 at  
Western Los Angeles County Council in Van Nuys \_\_\_\_\_

I am available between 12 noon and 5pm \_\_\_\_\_

I am available for interview Saturday January 21<sup>st</sup>, 2006 at  
Western Los Angeles County Council in Van Nuys \_\_\_\_\_

My preference would be between 9 a.m. and 12 noon \_\_\_\_\_

My preference would be between 1 p.m. and 6 p.m. \_\_\_\_\_

I am available for interview Sunday January 22<sup>nd</sup>, 2006 at  
Orange County Council Sea Base in Newport Beach \_\_\_\_\_

My preference would be between 9 a.m. and 12 noon \_\_\_\_\_

My preference would be between 12 noon and 6 p.m. \_\_\_\_\_

I am not available for personal interview on either of the above dates because:

\_\_\_\_\_  
\_\_\_\_\_

I am available for a phone interview Wednesday January 18<sup>th</sup>, 2006  
Thursday January 19<sup>th</sup>, 2006 (circle one)

My preference would be between 12 noon and 4 p.m. (PST) \_\_\_\_\_

My preference would be between 4 p.m. and 8 p.m. (PST) \_\_\_\_\_

Please note that telephone interviews will be conducted at a time convenient to the Camp Director. If you are unavailable for any of the dates and times above please call the council office to make other arrangements.