

# INTERNATIONAL CAMP STAFF PROGRAM



## SCOUTS AND SCOUTERS:

### VISIT THE UNITED STATES OF AMERICA AND SERVE AS A BOY SCOUTS OF AMERICA (BSA) CAMP STAFF MEMBER

You are eligible to apply for this program if you are between the ages of 18 and 30 and can speak English. To apply, read the enclosed information and submit a completed application, the BSA's Annual Health and Medical Record, a copy of your passport, and English language documentation (if necessary) to your national Scout association for approval. Your Scouting organization will send these items to the Boy Scouts of America.

As an international staff member at a Scout camp in the United States of America, you will have the opportunity to do the following:

- Visit the United States.
- Make friends with Scouts in another country.
- Learn about another Scout association.
- Live in another culture.
- Share information about Scouting and life in your country with youth in the United States.
- Improve your English language skills.
- Earn money while working at a Scout camp.



BOY SCOUTS OF AMERICA®

## International Camp Staff Program

### To be a camp staff member, you must:

- Be interviewed and approved by your Scout association.
- Be a member of a national Scout association and between the ages of 18 and 30.
- **Be able to speak English well enough to instruct Scouts in skills. You must be able to provide results of an English language test or signed document from an academic institution or English language school.**
- Provide a copy of your valid passport.
- Be able to teach Scouting skills to Scouts in a summer camp program.
- Be available for at **least six weeks beginning in June.**
- Agree to live by the culture and laws of the United States.

## Scout Camping in the United States

Throughout the year, American Scouts camp with their troops in campsites near their homes. They learn the basic Scout skills and how to live in the outdoors.

In the summer, Scouts go to a permanent BSA camp. There are more than 400 BSA camps in the United States. These camps have organized programs for youth in which Scouting skills and ideas are presented.

Some of the camps are small, with fewer than 40 hectares (100 acres) of land, and some are large, with more than 10,000 hectares (24,700 acres). Each camp period usually lasts one week. Each camp will have six to 11 one-week camp periods. The average camp will have 150 to 200 youth from 10 to 15 different troops in camp each week.

Many activities are taught in camp. Some of them are swimming, first aid, canoeing, nature, orienteering, archery, pioneering, camping, hiking, crafts, wood carving, conservation, and other outdoor skills.

The camp staff puts on this program. The camp staff is made up of adult Scouters and older Scouts. The number of staff members ranges from 15 to 20 people in a small camp to as many as 75 in a large camp. Cub Scouts participate in day camp programs filled with exciting activities for younger Scouts.

## You as a Staff Member

**For one week before the camp opens, you and the rest of the staff will receive training.** You and the other staff members will eat in a dining hall and sleep in a tent or in a small cabin. There is little free time, as the staff works on programs all through the day and evening.

The camp director or camp director's representative will be available to help you with any problem that you may have. This friendly Scouter wants your experiences in the United States to be happy ones.

Most camps are located in the country, far away from large cities. However, you will receive an occasional free day when you can visit nearby towns or the home of a staff member.

You will have a few costs in camp. You should bring extra money to cover the cost of admission to places of interest, tours, entertainment, postage, snacks, laundry, and souvenir items.

The Scout uniform is worn at all times by staff members. You should wear your Scout association uniform at all times while serving as a member of a camp staff, unless instructed otherwise. You are encouraged to bring at least two complete uniforms.

## Medical/Accident Insurance

Accident and medical insurance will be paid by the International Department of the Boy Scouts of America.

## Medical Form

You must complete and submit the BSA's Annual Health and Medical Record with your application. **The Boy Scouts of America requires you to have had an immunization for tetanus within the last 10 years.**

## Salary

While serving in the assigned council camp, you will be paid a salary equal to what is paid to American counselors at that camp. A typical salary would be \$150-\$175 per week. However, these amounts vary from camp to camp. You will be advised of the exact amount you will be paid when you are accepted by a BSA camp. Also, please be aware that as an employee in the United States your salary is subject to federal income tax and, therefore, will be withheld from your salary. Other than your salary, you will also receive room and board as well as various hospitality measures during your employment at camp.

## Visa and Travel

The International Department of the Boy Scouts of America will provide specific documents (DS-2019 visa form) to secure your J-1 visa. You will be financially responsible to pay for your own visa, SEVIS, and airfare costs.

## Touring

Following the completion of your program (the period defined on form DS-2019), the United States Citizenship and Immigration Services (USCIS) allows participants a 30-day travel period, commonly referred to as the "grace period." During this 30-day grace period, participants are no longer in J-visa status and are under the jurisdiction of the USCIS. The USCIS grants this period to allow participants to settle their affairs and to prepare to return to their home countries. You may no longer continue and/or complete exchange activities, nor may you work. Although you may travel in the United States, it is recommended that you do not travel beyond the borders of the United States, as you may not be permitted re-entry.

## How to Apply

If you meet the requirements and would like to be a BSA camp staff member in the United States, you should apply now.

1. Send the following items to your national Scout association for approval before January 1:
  - Completed application
  - Completed medical form
  - Results of an English language test or signed document from an academic institution or English language school
  - A copy of your valid passport
2. Your national Scout association will approve your application and send it to: International Department, Boy Scouts of America, 1325 West Walnut Hill Lane, P.O. Box 152079, Irving, Texas 75015-2079, U.S.A. **All applications must be received by the BSA no later than February 15.**
3. The BSA will notify you of your acceptance.
4. If you have any questions, contact your Scout association.

# International Camp Staff Program

## APPLICATION

Please return entire application. Type or print clearly. Please complete all information **as it appears on your passport.**  
**Be sure to include a copy of your passport.**

Submitted through the Scout association of \_\_\_\_\_ Country \_\_\_\_\_

### Personal Data

Male  Female

Name \_\_\_\_\_  
Last (family name) First Middle

Home address \_\_\_\_\_  
\_\_\_\_\_

City \_\_\_\_\_ Postcode \_\_\_\_\_  
(Town/province)

Country \_\_\_\_\_ Citizen of \_\_\_\_\_ Country \_\_\_\_\_

Home phone \_\_\_\_\_ Cell phone \_\_\_\_\_

Email \_\_\_\_\_

WhatsApp number \_\_\_\_\_ Facebook name \_\_\_\_\_

Place of birth \_\_\_\_\_ City \_\_\_\_\_ Country \_\_\_\_\_

Native language \_\_\_\_\_ Religion \_\_\_\_\_

Name that I would like to be called \_\_\_\_\_ Birth date (day/month/year) \_\_\_\_\_

\*Speaking ability in English:  Good  Excellent Can you swim? \_\_\_\_\_

(\*Must provide results of English language test or signed document from an academic institution or English language school.)

In case of emergency, contact: Name \_\_\_\_\_

Address \_\_\_\_\_ Telephone no. \_\_\_\_\_

### Scout Record

Present Scouting appointment or responsibility \_\_\_\_\_

Scout awards and recognitions \_\_\_\_\_

Years of service: Scout \_\_\_\_\_ Venturer \_\_\_\_\_ Rover \_\_\_\_\_ Adult \_\_\_\_\_

Scouter training completed \_\_\_\_\_ Wood Badge \_\_\_\_\_

### Camp Skills

I feel I can help instruct in the following areas: (Check all that you are experienced in and can help teach.)

#### Leadership

- Campfires
- Counseling
- Public relations
- Training
- Troop leadership

#### Scoutcraft

- Backpacking
- Camping
- Fishing
- Hiking
- Horseback riding
- Nature/ecology
- Orienteering
- Outdoor cooking
- Pioneering
- Rappelling
- Rock climbing
- Survival skills

#### Program

- Archery
- Arts and crafts
- First aid
- Ham radio
- Knots
- Leatherwork
- Photography
- Riflery
- Song leading
- Sports
- Storytelling
- Woodcarving

#### Waterfront

- Canoeing
- Lifesaving
- Rowing
- Sailing
- Scuba
- Snorkeling
- Swimming
- Waterskiing
- Windsurfing

Other special skills \_\_\_\_\_

Activities certification or qualification (first aid, water safety, scuba, etc.) \_\_\_\_\_

Musical instrument(s) played \_\_\_\_\_

### Availability

Please indicate dates you can be available to work in camp. Camps begin between the last week of May and the last week of June and will last from six to 11 weeks. We are not able to place anyone who is not able to arrive by July 1.

Available dates from \_\_\_\_\_ to \_\_\_\_\_ Maximum time available to work in camp \_\_\_\_\_ weeks  
(day and month) (day and month)

Passport-size  
photograph  
(Affix one—send one additional.)

## Education

Highest level of school completed \_\_\_\_\_ Date \_\_\_\_\_

Fields of study \_\_\_\_\_

Currently full-time student at \_\_\_\_\_

## Employment

 (You must specify whether you are a student or are working. If employed, name your specific job.)

Present employer: Name \_\_\_\_\_

Address \_\_\_\_\_

Employed as \_\_\_\_\_  
Job

## Health

Are you now in sound health, without physical or mental defects?  Yes  No

If no, explain \_\_\_\_\_

*Required BSA Annual Health and Medical Record should be completed and enclosed with this application.*

## Youth Leader Experience

Describe experiences in which you have supervised children (camp/Scout leader, teacher, church leader, day care provider, etc.).

## Additional Information

How many times have you participated in the BSA's International Camp Staff Program? \_\_\_\_\_

Is there any fact or circumstance involving you or your background that would call into question your being entrusted with the supervision, guidance, and care of young people? \_\_\_\_\_ (If yes, explain below.)

## BSA Policy

The Boy Scouts of America is deeply concerned about the welfare of youth placed in its care. Child abuse and substance abuse are absolutely prohibited. If there is any evidence that a staff member is involved in either practice, the appropriate authorities will be notified immediately.

## Statement

On a separate piece of paper, submit a personally written statement, in English, giving your reasons for wanting to become a part of the International Camp Staff program and listing the experience and skills you feel you can contribute to the program. Include a description from your own experience in which you resolved a problem involving a child or a group of children.

## Agreement

I understand that this application includes my request for personal health and accident insurance to be provided on my behalf by the BSA. If I am selected, the Boy Scouts of America can expect my loyalty and full cooperation at all times while I am on assignment in the United States. I understand that every effort will be made to find a camp assignment if this application is accepted, but that the BSA cannot guarantee placement. I certify I have read the **Statement of Understanding** and agree to abide by the conditions in the **Code of Conduct** as a counselor in the International Camp Staff program of the Boy Scouts of America.

Signature of applicant \_\_\_\_\_ Date \_\_\_\_\_

## References

References from two people who know you well are required. Please use the pages marked A and B, which are a part of this application, for these references.

# Reference From a Local Scouting Leader

Please rate the applicant on these aspects:

EXCEPTIONAL

GOOD

FAIR

Physical health \_\_\_\_\_

Mental alertness, imagination, judgment \_\_\_\_\_

Follows the Scout Oath and Scout Law \_\_\_\_\_

As a leader, shows respect for youth and adults \_\_\_\_\_

Enthusiastic and skilled in Scoutcraft \_\_\_\_\_

Adaptable to a new culture and a BSA camp \_\_\_\_\_

How long have you known the applicant? \_\_\_\_\_

How did you come to know the applicant?

How would you describe the applicant's personal character?

How does the applicant relate to children?

Are there any problems or conditions that would interfere with the applicant's ability to care for children or that would in any way endanger the children under the applicant's care? These problems could include a criminal record, substance abuse, mental or emotional illness, or history of child abuse.

Signed \_\_\_\_\_ Scouter's position \_\_\_\_\_ Date \_\_\_\_\_

Please print name \_\_\_\_\_

Address

Telephone no. \_\_\_\_\_

## Reference From Place of Worship, Community, or School

B

How long have you known the applicant? \_\_\_\_\_

How did you come to know the applicant? \_\_\_\_\_

How would you describe the applicant's personal character?

How does the applicant relate to children?

Are there any problems or conditions that would interfere with the applicant's ability to care for children or that would in any way endanger the children under the applicant's care? These problems could include a criminal record, substance abuse, mental or emotional illness, or history of child abuse.

Signed \_\_\_\_\_ Position \_\_\_\_\_ Date \_\_\_\_\_

Please print name \_\_\_\_\_

Address

Telephone no. \_\_\_\_\_

### National Scout Organization/Association Approval and Certification

The Safe from Harm Check is a requirement that applies to anyone involved in the leadership of the Scouting movement. It is the right and responsibility of the NSO to undertake diligence and implement necessary screening to ensure full clearance of the applicant in any matter related to child and youth protection.

**By checking the box above, the applicant's NSO confirms that a Safe from Harm Check was implemented, a suitable background check in accordance with national guidelines and legislation was made, references were verified, and an interview was conducted. Thus, the candidate is fully supported by their NSO.**

Signed \_\_\_\_\_ Print Name \_\_\_\_\_

Position \_\_\_\_\_ Date \_\_\_\_\_



# International Camp Staff Program

## STAFF STATEMENT OF UNDERSTANDING AND CODE OF CONDUCT

**Statement of Understanding:** All adult staff participants are selected to represent their Scout association based on their qualifications in character, camping skills, physical and personal fitness, and leadership qualities. Therefore, all adult staff members are asked to sign the Statement of Understanding and Code of Conduct as a condition of participation, with the further understanding that serious misconduct or infraction of established rules and regulations may result in expulsion, at the participant's expense, from the camp. Ultimately we want each staff member to be responsible for their own behavior, and only when necessary will the procedure be invoked to send a staff member home from the camp staff employment.

**All adult staff members are expected to abide by the Code of Conduct as follows:**

1. I will set a good example by keeping myself neatly dressed and presentable. (Wear the official Scout uniform unless your job requires variance.)
2. I will attend all scheduled programs and participate as required in cooperation with other staff members and staff leadership.
3. In consideration of other camp staff members, I agree to follow the schedules of the camp or as directed for my job.
4. I will be responsible for keeping my quarters and personal gear labeled, clean, and neat. I will adhere to all camp recycling policies and regulations. I will do my share to prevent littering of the campgrounds.
5. I understand that the purchase, possession, and consumption of alcoholic beverages or illegal drugs by any youth or adult members are prohibited. This standard shall apply to all camp staff and adult staff members.
6. Serious and/or repetitive violations by staff, including the use of tobacco, alcohol, and drugs, and cheating, stealing, dishonesty, swearing, fighting, and cursing may result in expulsion from camp staff or serious disciplinary action and loss of privileges.
7. I understand that gambling in any form is prohibited.
8. I understand that possession and detonation of fireworks are prohibited.
9. I will demonstrate respect for camp property and be personally responsible for any loss, breakage, or vandalism of property as a result of my actions.
10. The camp director, BSA local council, and International Department will not be responsible for loss, breakage, or theft of my personal items. I will label all my personal items, check items of value at the direction of staff leaders, and convert cash to reloadable prepaid cards or traveler's checks. Theft will be grounds for termination.
11. While working in my camp staff job and other activities, I will obey the safety and camp rules and instructions of all supervisors and camp staff leaders.
12. Camp staff members are prohibited from unauthorized fundraising.
13. Camp staff members will be guided by the Scout Oath and Scout Law, and will obey all federal, state, and local laws.
14. All camp staff members must complete Youth Protection training prior to employment through precamp training and must follow the guidelines therein.
15. Hazing has no place in Scouting; nor does running the gauntlet, belt lines, or similar physical punishment. Leaders and older youth must prevent all youth from being "initiated" into the group with a hazing activity.
16. Adult staff members should have the good judgment to avoid trading souvenirs or patches with a child or youth member in Scouting. Youth members may trade with other youth members. Adult staff members may trade only with other adults 18 years of age or older.
17. Camp staff members must avoid confrontation with groups, demonstrators, visitors, or hecklers, and must assume a passive reaction to name-calling from individuals or groups.

I certify I have read the **Statement of Understanding** and agree to abide by the conditions in the **Code of Conduct** as a counselor in the International Camp Staff program of the Boy Scouts of America.

Signature of counselor \_\_\_\_\_ Date \_\_\_\_\_

International commissioner interview

\_\_\_\_\_  
Initials

\_\_\_\_\_  
Date

Interview approved (Check one)

Yes

No

Review/interview comments:



**BOY SCOUTS OF AMERICA**  
INTERNATIONAL

**INTERNATIONAL DEPARTMENT, S340**  
**BOY SCOUTS OF AMERICA**  
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