



## Central Oregon Youth Conservation Corps Summer Employment 2009

# Youth Crew Member Application

The Central Oregon Youth Corps Conservation (COYCC) is a work-learn-earn program administered cooperatively by the Heart of Oregon Corps, Central Oregon Intergovernmental Council, and the U.S. Department of Agriculture-Forest Service in partnership with local community organizations, schools, businesses and private individuals. Heart of Oregon Corps will hire and employ youth in the program. The program provides natural resources based hands-on education and work projects on public lands. Participants will do hard physical work and may be exposed to insects, adverse weather, and difficult working conditions. Participants earn minimum wage (\$8.40 per hour) and can earn a high school "skills based learning credit" for completion of the program. COYCC participants work Monday through Thursday from 7:00 am to 4:30 pm starting June 22nd and ending August 13th.

Youth, ages **16 through 18**, who are permanent residents of the United States, are eligible for employment without regard to social, economic, racial, or ethnic backgrounds. No specific experience is required for a summer position with COYCC. However, we do look for youth that can follow instructions, work as a team member and follow through with a commitment, as well as those who express an interest in enjoying working in the out of doors. Applicants who were YCC crewmembers in previous years can only apply for a Youth Crew Leader position and must request a separate application. Not all locations will fill youth crew leader positions, as this is funding dependent.

We suggest you read the entire application, then on a separate piece of paper, write your answers, check your spelling and grammar, and ask someone to proof read it for you. Make sure you answer every question completely and neatly fill out your own application. **Incomplete applications will not be accepted.** Resumes are not required and cannot be used as a substitute for this application but may be attached to the end of the application if desired. Please do not apply for a position if hard work in an out of doors setting is not the right job for you or if you have commitments that won't allow you to participate in at least 7 weeks of the program!

You must be willing to get hot and dirty while performing a variety of duties in the great outdoors of central Oregon. This could mean working in either a forested or high desert environment. Be sure to pack a hearty lunch and plenty of water to keep you energized for your 9-hour workday. The following are descriptions of some of the types of work you may be required to perform:

- Trail construction/reconstruction: Hiking at times up to 5+ miles a day at times to reach work locations. This includes carrying your tool and pack with lunches, water and other equipment as needed. Duties include clearing brush and limbs, grubbing and digging trails, installing signs, and working in vicinity of chain saws.
- Fence construction/reconstruction: Building or rebuilding barbed-wire fence for cattle allotments. Requires working with hand tools, hauling posts and fencing across range country, digging holes and placing posts; stringing barbed-wire fencing.
- Fuels reduction: Clearing brush and slash from around campgrounds and other locations on the National Forest. Includes the use of hand tools, cutting tools (pulls saws, pruning saws, etc.), and pulling and piling slash into piles.
- Weed pulling: Consist of pulling noxious weeds from various locations and bagging them for delivery to the landfill. Includes lots of bending over, pulling and being in dusty conditions.

### **Key Dates**

**April 24:** Applications must be returned to any Deschutes or Ochoco National Forest office (Because there is not a Forest Service office in CULVER, students may return their applications to the High School Counseling office at that location) by the close of business.

**May 8:** Selection or non-selection letters will be mailed

**May 21:** Last day to phone in to accept the position (no response will be considered declining the offer)

**Early June, date to be announced:** 1 hour evening meeting to complete hiring paperwork

**June 22:** First day of work

**August 13:** Last day of work celebration

For more information, please contact:

Sisters Ranger District 549-7700

Crescent Ranger 433-3200

Bend Fort Rock Ranger District, Bend 383-4000

Lookout Mountain Ranger District, Prineville 416-6500

Crooked River National Grassland, Madras 475-9272

Rager Ranger District, Paulina 477-6900

Social Security #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

County: \_\_\_\_\_ Phone #: \_\_\_\_\_ Gender: Male \_\_\_ Female \_\_\_

Are you attending School? yes \_\_\_no\_\_\_ Which School: \_\_\_\_\_ Grade in School: \_\_\_\_\_

If you are not attending school, explain why: \_\_\_\_\_

At which location would you like to report to work (select only one): Bend \_\_\_ Crescent \_\_\_  
Madras \_\_\_ Prineville \_\_\_ Sisters \_\_\_ Paulina/Rager \_\_\_

Glove size (please circle one unisex size): XS S M L XL XXL

T-shirt size (please circle one unisex size): XS S M L XL XXL

Do you have any work experience (either paid or unpaid)? yes \_\_\_ no \_\_\_ Briefly describe:

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1. Have you ever been involved with the criminal justice system? yes \_\_\_no\_\_\_ Briefly describe: (Affirmative responses will not block an applicant from a position with the Corps)

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2. Are you willing and able to:

- Lift, carry and pack up to 35 pounds? yes \_\_\_ no \_\_\_
- Work on projects that require attention to detail? yes \_\_\_ no \_\_\_
- Work on projects that are physically demanding? yes \_\_\_ no \_\_\_
- Work outdoors in inclement weather? yes \_\_\_ no \_\_\_
- Use safety equipment correctly and work safely  
With tools and around other corps members? yes \_\_\_ no \_\_\_
- Report to work from June 22 through August 13, 2009? yes \_\_\_ no \_\_\_

Applicant's Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

3. Do you have any physical condition or limitation that may affect your ability to do this type of work? If yes, what can be done to work with those limitations?      yes \_\_\_\_ no \_\_\_\_

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4. What is your greatest accomplishment so far? Why is this important to you? \_\_\_\_\_

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5. Tell us why we should hire you to participate in a COYCC program? \_\_\_\_\_

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6. Using the attached recommendation form, enclose a recommendation from at least one adult (who is not a relative and does not live with you) who can speak about your ability to work and follow directions.

Applicant's Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

**Applicant's Statement:** I have read the information about the COYCC program for which I am applying and understand that this position will involve hard work and working as a member of a team. I understand and can meet the requirements of this position. If accepted into the COYCC program I am willing to commit to full participation and completion of the program. I certify that all of the statements made in this application are true to the best of my knowledge.

\_\_\_\_\_  
 Applicant's Signature

**Parental Consent** (if under age 18): I agree to allow my child to participate in COYCC and in any activities associated with this program. I agree to hold harmless Central Oregon Youth Conservation Corps, its agents, officers, employees and volunteers, of any and all liabilities arising from my child's participation in the program.

\_\_\_\_\_  
 Signature of Parent or Legal Guardian

**Optional information**

To be completed by parent or Legal Guardian  
 (Or applicant if age 18)

Completion of this information may assist with placement of your child through funding provided for youth that meet one or more of the following criteria.

Family Size \_\_\_\_\_ Family Income \_\_\_\_\_

- a. Is your family eligible for food stamps? yes \_\_\_\_ no \_\_\_\_
- b. Does your child require special needs or is s/he on an Individual Education Plan at School? yes \_\_\_\_ no \_\_\_\_
- c. Is your child considered to be an "at risk youth"? yes \_\_\_\_ no \_\_\_\_

Other considerations/needs:

Ethnicity: Please check one

|                  |                 |                  |   |           |
|------------------|-----------------|------------------|---|-----------|
| African American | Asian           | Alaska Native    | Eastern European (Russian, Ukrainian, etc.) | Caucasian |
| Latino/Hispanic  | American Indian | Pacific Islander | Multiracial                                 | Other:    |

### Medical History

Note: The purpose of this data is to safeguard the health, safety and welfare of the enrollees of this youth corps program. This information may be provided to a physician in the event that treatment is necessary. This information is provided on a voluntary basis. Failure to complete this form however, results in exclusion from the corps program.

|   |   |
|---|---|
| Name:   | Parent or Guardian Name:                                    |
| Address:  | Address:  |
| City:                      State:                      Zip: | City:                      State:                      Zip: |
| Home Phone:   | Home Phone:   |
| Cell or Work Phone:   | Cell or Work Phone:   |
| Social Security Number:                                     | Emergency Contact:  |
| Date of Birth:  | Emergency Contact Phone:                                    |

Diseases (Please enter X if you have had any of the following)

- Rheumatic Fever \_\_\_\_\_
- Tuberculosis \_\_\_\_\_
- Diabetes \_\_\_\_\_

Describe treatment if a disease is marked: \_\_\_\_\_

Have you had, or are you having, any of the following health problems? (Please enter X if you have had any of the following)

**Allergies**

- Hay Fever \_\_\_\_\_
- Asthma \_\_\_\_\_
- Insect Stings \_\_\_\_\_
- Poison Oak/Ivy \_\_\_\_\_
- Other \_\_\_\_\_

**Frequent Infections**

- Colds \_\_\_\_\_
- Sore Throat \_\_\_\_\_
- Bladder \_\_\_\_\_
- Intestinal \_\_\_\_\_
- Hernia \_\_\_\_\_

**Other Health Problems**

- Convulsions \_\_\_\_\_
- Fainting Spells \_\_\_\_\_
- Frequent Headaches \_\_\_\_\_
- Emotional Problems \_\_\_\_\_
- Poor Hearing \_\_\_\_\_
- Poor Vision \_\_\_\_\_
- Painful Joints \_\_\_\_\_
- Easy Fatigue \_\_\_\_\_
- Persistent Cough \_\_\_\_\_
- Pregnancy \_\_\_\_\_
- Blood not Clotting \_\_\_\_\_
- Shortness of breath \_\_\_\_\_

- Arthritis \_\_\_\_\_
  - Difficulty w/balance \_\_\_\_\_
  - Defects in legs/feet \_\_\_\_\_
  - Chest Pains \_\_\_\_\_
  - Back Pain \_\_\_\_\_
  - Loss of Weight \_\_\_\_\_
  - Other \_\_\_\_\_
- Identify:

### Medical History (Part Two)

If you identified any health problems in the previous page, please describe treatment below:

To my knowledge I have not been exposed to a contagious or infectious disease in the past three weeks. I am in a state of health that would allow full participation in all Corps activities.

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Signature of Applicant

Date

This is to certify that I am familiar with the Corps program and give my consent for my son/daughter/ward to participate in the program as a member. I will not hold the Corps program responsible for any non-program related accident or illness, and I authorize first aid or emergency medical care to be performed at the nearest medical facility approved by the program.

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Signature of Parent or Guardian

Date

#### Basic Functional Requirements for Outdoors Work

Lifting (25 # or more)  
Carrying (25# or more)  
Straight Pulling  
Pushing  
Reaching above shoulder  
Use of fingers  
Both hands required  
Walking  
Standing for long hours  
Repeated bending

#### Environmental Factors

Excessive heat or cold  
Excessive humidity or dampness  
Excessive Chilling  
Dry Atmospheric Conditions  
Excessive noise  
Slippery/Uneven walking surfaces  
Working closely with others



Applicant's Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

## RECOMMENDATION FOR COYCC YOUTH CREW MEMBER

The applicant is applying for a Crew Member position with the Central Oregon Youth Conservation Corps (COYCC), which is a work-learn-earn program that provides natural resources based education and work projects on public lands. Participants will do **hard physical work** and may be exposed to insects, adverse weather, and difficult working conditions. Participants earn minimum wage and can earn a high school "skills based learning credit" for completion of the program.

Youth, ages 16 through 18, who are permanent residents of the United States, are eligible for employment without regard to social, economic, racial, or ethnic backgrounds. No specific experience is required for a summer position with COYCC. However, we do look for youth that can follow instructions, work as a team member and follow through with a commitment.

Please complete the following and enclose in a sealed envelope, sign the flap of the envelope, and return it to the applicant for inclusion in his/her application packet. If you wish, you may also attach a letter of recommendation typed on your school or professional letterhead.

***IMPORTANT:*** Applicant must receive this recommendation by ***April 20*** in order to meet the application deadline of April 25th.

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

Your Employer: \_\_\_\_\_

Your Position: \_\_\_\_\_ Day Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_

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

In what context? \_\_\_\_\_

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How might the COYCC program benefit the applicant?

What characteristics does this applicant possess that he/she would bring to the COYCC program?

Additional Comments:

Signature: \_\_\_\_\_