



Friends of Quarry Hill Nature Center Application Summer Season

701 Silver Creek Rd. NE
Rochester, MN 55906
Ph: (507) 328-3950
Fax: (507) 287-1345
www.QHNC.org

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, or any other legally protected status.

Position applied for (check one) : **Summer Nature Camp Instructor** Date of Application: _____
 Summer Naturalist & Animal Care
 I am interested in either position

Detailed job descriptions and qualifications for each position can be found here: <https://www.qhnc.org/employment.html>

Last Name, First Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Zip Code: _____ Telephone #(s) including area codes: _____

E-mail Address: _____

How did you hear about this employment opportunity? _____

Have you ever filed an application with us before? YES* NO *If YES, what year: _____

Have you ever been employed at Quarry Hill before? YES* NO *If YES, what time period: _____

Do any of your friends or relatives work here? YES* NO *If YES who _____

Are you currently employed? YES NO

May we contact your present employer? YES NO

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status?
(Proof of citizenship or immigration status will be required upon employment) YES NO

First date available for work: _____ Last date available for work: _____

What is your work availability?(Please check all that apply)

**** Note the summer naturalist position requires full time availability****

Full time

Part time Mornings
 Afternoons

Are you available each of the 9 weeks of the camp season (June 3 – August 16)? YES NO*

*If NO; please list the weeks you are unavailable below

Weeks I am NOT available: _____

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Education:

High School Attended (name and location & graduation year): _____

Post-Secondary School Attended/Attending: _____

Major and minor: _____

Present class status or degrees received: _____

College courses taken related to environmental education, science and/or teaching methods (biology, ecology, zoology, student teaching, etc.)

1.	4.
2.	5.
3.	6.

Employment Experience:

Start with your present or last job. Include any job-related military service assignments and volunteer activities. *You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities or other protected status.*

Employer:	Dates Employed:
Address:	Telephone #:
Job Title / Work performed:	Hourly Rate/ Salary:
Reason for leaving:	

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4. Do you have experience leading programs? If yes, please describe your experiences.

5. Please describe any personal experience, skills or other abilities you feel are relevant to the position you are applying for at the Nature Center. *(If applying for the summer naturalist and animal care position, please detail your experience working with captive animals such as reptiles, amphibians, invertebrates and/or raptors)*

6. Why do you want to work at Quarry Hill? What do you hope program participants will gain from having you as their instructor?

Certifications:

Standard First Aid certifications are required for all summer nature camp instructor positions.

Are you currently certified in First Aid? YES NO

If YES, please type the certifying organization (ie Red Cross) and the expiration date below.

If NO, do you understand that being hired by Quarry Hill is conditional upon you obtaining a First Aid certification at your own expense? YES NO

Do you have other certifications such as CPR, Lifeguard/Wilderness Water Safety certifications and/or Wilderness First Aid? YES NO

If YES, please list certifications and their expiration date.

References:

Please provide at least one professional work reference

Check One: <input type="checkbox"/> Professional reference <input type="checkbox"/> Personal reference	
Name & Title:	Phone #:
Email Address:	

Check One: <input type="checkbox"/> Professional reference <input type="checkbox"/> Personal reference	
Name & Title:	Phone #:
Email Address:	

Check One: <input type="checkbox"/> Professional reference <input type="checkbox"/> Personal reference	
Name & Title:	Phone #:
Email Address:	

Quarry Hill Nature Center - Application for Employment

Applicant's Statement

I certify that answers given herein are true and complete.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such a change is specifically acknowledged in writing by an authorized executive of this organization.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

Signature of Applicant

Date

For Office Use Only

Arrange Interview: ____ Yes ____ No

Remarks: _____

Employed: ____ Yes ____ No Date of Employment: _____

Job Title: _____ Hourly Rate/Salary: _____

By: _____