

How to Apply: Volunteers/Summer Staff Applications

1. Please visit The Painted Turtle website to look at the [calendar](#) and see which session(s) best fits your schedule.
2. Visit TPT's website for the link to [create an account](#) in order to begin your application.
Recommended browsers for CampSite database: Google Chrome, Firefox, or Safari.
3. Please indicate in this drop down box if you are applying for a Health Professional or a Program Staff/Volunteer position.

Please answer all questions to the best of your ability. Do not skip any questions as this may delay your application being processed.

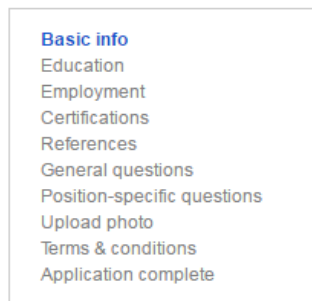
- **Health Prof Staff/Volunteer:** Physicians, Nurses, Allied Health Professionals
- **Program Staff/Volunteer:** Cabin Counselors, Program Counselors, Family Weekend Pals, etc

Which position are you applying for? *

Select... ▼

4. Part 1 – Staff Application

- a. Complete each and section click "Save and continue" at the bottom of the screen. **If you have already submitted references or we have them on file, please skip the "References" tab.**



5. You have submitted the first portion of your application, however you must submit all necessary documents in the "Forms" folder for your application to be considered "complete" so that it can be reviewed for staff/volunteer placement.

Staff application: Application complete

You have submitted the first portion of your application, however you must submit all necessary documents in the "Forms" folder for your application to be considered "complete" and then reviewed for staff/volunteer placement.

Click "Forms" at the top of your dashboard screen to access these forms. You may also upload any necessary documents (i.e., certifications, resume or CV).

The completion of your application is contingent on the submission of these forms.



6. **Part 2** - Click “Forms” at the top of your dashboard screen to access these forms. The completion of your application is contingent on the submission of these forms.



- a. **Program Volunteers** – The highlighted forms captured below indicate which forms are mandatory. Additional forms can be completed if applicable to your specific application.

Standard forms

Type	Name	Due date	Received?
Printed form	Curriculum Vitae/ Resume Upload	None	No
Printed form	First Aid Certification Upload (if applicable)	None	No
Printed form	CPR/BLS Certification Upload (if applicable)	None	No
Printed form	Lifeguard Certification Upload (if applicable)	None	No
Printed form	Water Safety Instructor Certification Upload (if applicable)	None	No
Printed form	Ropes Course Certification Upload (if applicable)	None	No
Printed form	Professional License Upload (Health Professionals Only)	None	No
Printed form	Other Certification(s) Upload	None	No
Web form	2017 Session Availability (Volunteer Applicants Only)	None	No
Web form	2017 Background Release and Authorization	None	No
Web form	2017 Medical Requirements	None	No

- b. **Program Staff** – The highlighted forms captured below indicate which forms are mandatory. Additional forms can be completed if applicable to your specific application.

Standard forms

Type	Name	Due date	Received?
Printed form	Curriculum Vitae/ Resume Upload	None	No
Printed form	First Aid Certification Upload (if applicable)	None	No
Printed form	CPR/BLS Certification Upload (if applicable)	None	No
Printed form	Lifeguard Certification Upload (if applicable)	None	No
Printed form	Water Safety Instructor Certification Upload (if applicable)	None	No
Printed form	Ropes Course Certification Upload (if applicable)	None	No
Printed form	Professional License Upload (Health Professionals Only)	None	No
Printed form	Other Certification(s) Upload	None	No
Web form	2017 Session Availability (Volunteer Applicants Only)	None	No
Web form	2017 Background Release and Authorization	None	No
Web form	2017 Medical Requirements	None	No



7. Once you complete each form you will receive a confirmation, like the one shown below. You will then click the "Return to forms" to complete the additional forms.



8. The completion of your application is contingent upon completing Part 1 - Staff Application and Part 2 - Forms.
9. Please note, bookmark the the following website because once you have an established CampSite account you will access your account directly via this page: <https://thepaintedturtle.campmanagement.com/staff>. A link to this page will always be available on [The Painted Turtle's website](#).
10. Thank you for completing your application. The Painted Turtle Team will review and be in touch soon regarding the next steps.

*Please Note: This is an application process. Acceptance is **NOT** guaranteed.*

