



TOWN OF BETHLEHEM PARKS & RECREATION DEPARTMENT

Summer 2026 Employment Application

Deadline: Monday, February 2, 2026



In compliance with Federal and State equal employment opportunity laws, qualified applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, marital status, sexual preference, gender identity or the presence of a non-job-related medical condition or disability.

Today's Date: _____ Name: _____
(Last, FULL First, M.I.)

Preferred Pronouns: _____ Date of Birth (if under 18): _____

Current Address: _____
Street City/Town State Zip Code

Cell # (_____) _____ Home # (_____) _____
(Include area code for all telephone numbers)

E-Mail Address (Primary): _____ E-Mail Address (Secondary): _____
(Print clearly) (Print clearly)

Have you previously worked for us? (Circle one) YES OR NO OR volunteered for us? (Circle one) YES OR NO

Referred By: _____ Adult T-Shirt Size: _____
(Name and phone number)

Do you have a valid N.Y. State Driver's License? (Circle one) YES OR NO Class _____

If you are not a U.S. citizen, what is your Alien Registration or Visa Classification Form Number? _____

NUMERICALLY RANK YOUR ORDER OF WORK PREFERENCE (LIMIT 3) — Positions start at \$15.00 and up.

___ Park Office Assistant - May through mid-August (must be available during business hours—10:00am- 2:00pm, Monday-Friday)

___ Park Maintenance - May through August (must be at least 18)

___ Parks Trail Steward - Starts in May (must be at least 18) Help build and maintain trail networks.

___ Lifeguard - Late May through Labor Day, Elm Ave Park Pool. Day and evening hours, weekdays and weekends. Attach current Lifeguard certification and CPR for the Professional Rescuer (or indicate when certification will be renewed or completed: _____). Lifeguards may be asked to teach Learn to Swim lessons.

___ Head Lifeguard - Must be 18+ and have at least two seasons of lifeguard experience. Supervises lifeguards and manages daily pool complex operations as assigned.

___ Pool Attendant - Full and part-time, May through Labor Day. Attendants work at pool desk, clean locker rooms, pool grounds & issue pool passes. Day and evening hours, weekdays and weekends.

___ Head Attendant - Supervises attendants.

CAMP: The Camp counselor position is full-time and requires a 6-week commitment (June 29-August 7) *No camp July 3rd*

___ Camp Counselor - MUST be 16 years old by June 1st to apply and have experience working with children.

___ Camp Counselor + Specialist (Circle one) ___ ARTS & CRAFTS OR ___ FIELD GAMES & SPORTS

___ Assistant Camp Director - MUST be 21 years old by June 15th to apply and have experience working with children.

AQUATIC PROGRAMS: M-F (No classes July 3rd) *Please select your availability below:

*Applicants must be able to commit to working at least 2 of any of the weeks listed below. Time off requests not granted.

June 29 - July 2 ___ July 6-10 ___ July 13-17 ___ July 20-24 ___ July 27-31 ___ August 3-7 ___

___ Learn to Swim, Levels 1-6 Instructor - One-on-one lessons based on American Red Cross levels 1-6. 2.5-3 hours, lessons done by noon.

___ Diving Instructor - M-F, All lessons done by 12:00 p.m. Proficiency in diving is essential.

QUALIFICATIONS AND SKILLS

LIST CURRENT CERTIFICATIONS, QUALIFICATIONS, OR SKILLS * (Ex: swim team, experience working with children, experience teaching swim lessons, etc.)

AVAILABILITY

**Time off requests are not necessarily granted or guaranteed. This information is mainly used for scheduling purposes.*

**Please note that camp counselor positions require a 6-week commitment from June 29-Aug. 7. Time-off requests during those weeks will not be granted.*

**Please note that requesting time off AFTER you are hired could be grounds for disciplinary action or loss of scheduled hours.*

DATES YOU ARE AVAILABLE TO WORK: START DATE: _____ ENDING DATE: _____

IF EMPLOYED, WILL YOU NEED TIME OFF FOR A VACATION OR ANY OTHER REASON? YES _____ NO _____

IF YES, GIVE DATES: _____ IF UNKNOWN, GIVE EXPECTED DATES: _____

REASON FOR TIME OFF: _____

IF EMPLOYED AT THE POOL: ARE YOU AVAILABLE TO WORK **AUGUST 8 – LABOR DAY**? YES _____ NO _____

DO YOU PLAY A FALL SPORT? YES _____ (Sport: _____) NO _____

EMPLOYMENT & BUSINESS EXPERIENCE

Indicate all full and part-time, summer, military and volunteer work. List most recent job first.

NAME & ADDRESS OF EMPLOYER	NATURE OF WORK	REASON FOR LEAVING	HOURS PER WEEK	DATE FROM/TO MO./YR.
1.				
2.				
3.				

EDUCATION

Includes all periods of schooling. List most recent first.

ENTERING GRADE _____ IN SEPTEMBER 2026

NAME & ADDRESS of H.S., COLLEGE OR OTHER SCHOOLS	MAJOR FIELD
1.	
2.	

PROFESSIONAL REFERENCES

Students (under age 18) may provide school related references. Do not list family members as references.

NAME	E-MAIL ADDRESS	PHONE #	RELATIONSHIP
1.			
2.			
3.			

As an applicant you agree to and understand the following:

1. Employment is conditional until information given by you has been verified and approved by Town Board.
2. You must meet minimum age requirements of applicable laws.
3. Your eligibility for a pension is based on requirements set forth in the New York State Retirement Plan, the provisions of which will be described to you upon your employment. Additionally, if you do not satisfy the service and age requirements provided by the Plan, you will not be eligible to receive a pension.
4. The Town may conduct investigations including a background check and verification of prior employment history and education. By signing this application you authorize the Town to make these investigations, and you indicate your awareness that false statements or failures to disclose information may be sufficient to disqualify you for employment, or if employed may result in your dismissal.

APPLICANT SIGNATURE: _____ DATE: _____

Return by February 2, 2026 to: Town of Bethlehem Parks and Recreation Department, 261 Elm Avenue, Delmar, NY 12054

FOR OFFICE USE ONLY

Date Application Received: _____ **Reviewed By:** _____ **Date:** _____

COMMENTS:
