

STAR ISLAND CORPORATION

30 Middle Street · Morton-Benedict House · Portsmouth, New Hampshire 03801

Office: 603-430-6272 · office@starisland.org · www.starisland.org

2024 Application for Employment

Applications received by **January 22** are guaranteed full consideration, others will be considered on an as needed basis. Reference forms, for first year candidates, must be postmarked by January 31.

PLEASE PROVIDE US WITH YOUR MOST PERMANENT CONTACT INFORMATION	
Name:	Address:
Will you be 18 years old by June 11, 2024? <input type="checkbox"/> Yes If not, what is your birth date: ___/___/___	Email Address: Phone Number:
All employees of Star Island are expected to be fully vaccinated for COVID-19. Are you up to date on COVID-19 vaccines? <input type="checkbox"/> Yes <input type="checkbox"/> No	Please share other relevant life experience including education, internships/apprenticeships, trade certifications, and/or areas of educational focus:
The Star Island Corporation positions are physical in nature. Requirements include but are not limited to lifting freight up to 50 pounds at a time. Do you have limitations which will prevent you from performing the job? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please explain:	Have you ever been convicted of a felony? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please explain: <i>Star Island Corporation may require sexual offender, criminal, and/or driving record background checks.</i>

AVAILABILITY

The majority of our employees work during the conference season, from June 11 to September 17. We offer seasonal positions from early April to late October. *Although there is some flexibility in hiring to accommodate the opening of schools and colleges in the fall, **preference is given to people who can work at least through August 26; more ideally the full conference season (9/17.)***

First available date of arrival : ___/___/___	Necessary date of departure : ___/___/___
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REGULAR SEASON JOBS

Numerically rank **at least five jobs** for which you wish to apply. Rank in order of preference with “1” being your first choice. Indicate your interest in applying to be the supervisor of the crew by checking the box.

RANK SUPERVISE			RANK SUPERVISE			RANK SUPERVISE		
	Art Barn Coordinator/ Rounder	n/a		Housekeeping/ Laundry Crew	<input type="checkbox"/>		Rounder Crew	<input type="checkbox"/>
	Assistant Naturalist	n/a		Information Technology/Rounder	n/a		Shops on Star Managers*	n/a
	Babysitter/ Rounder	n/a		Island Administrator*	n/a		Snack Bar & Gosport Grill Crew	<input type="checkbox"/>
	Bakery Crew	<input type="checkbox"/>		Kitchen Crew	<input type="checkbox"/>		Sustainable Systems Coordinator*	n/a
	Bell Hops	<input type="checkbox"/>		Maintenance/ Carpentry/Paint Crew	<input type="checkbox"/>		Truck/Waterfront Crew**	<input type="checkbox"/>
	Conference Services	<input type="checkbox"/>		Music Director*	n/a		Vaughn Curator*	n/a
	Environmental Services Asst.	n/a		Naturalist *	n/a		Volunteer Coordinator*	n/a
	Front Desk Crew	<input type="checkbox"/>		Night Crew	<input type="checkbox"/>		Waitrae/Dish Crew	<input type="checkbox"/>
	Grounds/Gardening	n/a		Registrar’s Assistant*	n/a		Water Quality*	<input type="checkbox"/>
	Harbor Launch Operator***	n/a		Resident Life Coordinator*	n/a			

Supervisory and Supervisory Level (*) Positions: If you are interested in being a crew supervisor, please include/send a separate cover letter with your application detailing your qualifications and why you are interested in the position(s) in question by **January 22**.

****Lifeguard certification is required for Truck/Waterfront positions. You must have or obtain a lifeguard certification prior to the start of the season if you are hired for this crew. If you do not have the certification or are unwilling to obtain it, do not apply for this crew.**

***** Specific license required for this position.**

WORK EXPERIENCE AND CERTIFICATIONS

Describe any cash handling experience you have:
Describe any food service experience you have:
Describe any audiovisual experience you have:
Describe any IT experience you have:
Describe any customer service experience you have:
Describe any carpentry, painting, or mechanical experience you have:
Describe any other related job experience you have for any of the jobs for which you have applied:

Please list date of expiration **and attach, or mail in, a photocopy of all certifications:**

<input type="checkbox"/> CPR (date: ___ / ___ / ___)	<input type="checkbox"/> EMT (date: ___ / ___ / ___)	<input type="checkbox"/> First Aid (date: ___ / ___ / ___)
<input type="checkbox"/> Lifeguard (date: ___ / ___ / ___)		<input type="checkbox"/> Other _____ (date: ___ / ___ / ___)

****Lifeguard certification is required for Truck/Waterfront Crew.****

Please list past work experience:

ORGANIZATION	POSITION	
Responsibilities:		
Responsibilities:		

We encourage you to provide a resume or additional information you feel we should consider with this application.

ADDITIONAL INFORMATION

Describe your history of contributing to community, including volunteering, advocacy, leadership experience, and communal living:
The staff performs a weekly variety show for the guests. There is also a chorus which the staff sings at the finale of this show. If interested in participating in the show, how would you be able to contribute?
What draws you to apply for a position on Star Island?
Tell us how you learned about Star Island- please be specific (Include your Star Island conference affiliation, if applicable):

The Star Island Corporation, owner and operator of Star Island, is an equal opportunity employer. By signing below, you certify that all information included in this application is true to the best of your knowledge.

Your Signature _____ **Date** _____

First year applicants: If you have never worked on Star Island, you **must** include two references (see separate forms). Your application will be considered incomplete if both references are not received or postmarked by **January 31st**.