



We are glad to hear that you are interested in joining the SJW team!

Please complete and return this application to:

Hilary Febbo, hfebbo@stanfordjazz.org
 P.O. Box 20454, Stanford, CA 94309
 Phone: 650-736-0324 ext. 303

SJW is an Equal Opportunity Employer

Please complete the application on computer or print to complete it by hand. Be sure to sign the application before submitting.

Date: _____ Position applying for: _____

 Last Name First Name Middle Name

Current Address:

 No. & Street City State Zip

Permanent Address (if different from current address):

 No. & Street City State Zip

 Cell Phone Home Phone Email Address

Weeks Available to Work

Giant Steps Day Camp:	July 10 – July 14	Yes	No
Jazz Camp, Week 1:	July 16 – July 21	Yes	No
Jazz Camp, Week 2:	July 23 – July 28	Yes	No
Jazz Institute:	Jul 30 – August 4	Yes	No

Personal Information

Have you ever attended SJW camps, or worked for SJW before? Yes No

If yes, please describe your experience:

Do you have friends or relatives who work for SJW? Yes No

If yes, state name(s) and relationship:

Name: _____ Relationship _____

Name: _____ Relationship _____

If hired, will you have a car available while on campus? Yes No

If offered employment, you must be able to provide two pieces of identification as evidence of your U.S. citizenship or proof of your legal right to live and work in the United States.

Do you have two such documents available now (e.g., valid Driver's License issued by US state; US Passport; US certificate of birth)? Yes No

If yes, which documents can you provide?

You must be able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodation. Do you have this ability? Yes No

Education, Training, and Experience

High School You Attended: _____ City _____ State _____

Years Completed _____ Did you graduate? Yes No Degree or Diploma? _____

College/University You Attended: _____ City _____ State _____

Years Completed _____ Degree(s) Earned _____ Year Degree Awarded: _____

College/University You Attended: _____ City _____ State _____

Years Completed _____ Degree(s) Earned _____ Year Degree Awarded: _____

College/University You Attended: _____ City _____ State _____

Years Completed _____ Degree(s) Earned _____ Year Degree Awarded: _____

List any other training or certificates that may be relevant (e.g., First Aid, CPR, etc.)

Describe your music education and background: instruments played, education (apart from SJW camps), etc.

Describe your experience working with kids or teens in a leadership role. Please list the ages of kids/teens you have experience working with.

Employment History

List below all present and past employment in which you worked with children. List your most recent employer (include only the past five years).

Name of Employer/Business _____ Phone _____

Nature of Business _____ Supervisor _____

Street Address:

No. & Street _____ City _____ State _____ Zip _____

Dates of Employment: _____ to _____

Your Position and Duties:

Reason for Leaving:

May we contact this employer for a reference? Yes No

Name of Employer/Business _____ Phone _____

Nature of Business _____ Supervisor _____

Street Address:

No. & Street _____ City _____ State _____ Zip _____

Dates of Employment: _____ to _____

Your Position and Duties:

Reason for Leaving:

May we contact this employer for a reference? Yes No

Name of Employer/Business _____ Phone _____

Nature of Business _____ Supervisor _____

Street Address:

No. & Street _____ City _____ State _____ Zip _____

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Name of Employer/Business _____ Phone _____

Nature of Business _____ Supervisor _____

Street Address:

No. & Street _____ City _____ State _____ Zip _____

Dates of Employment: _____ to _____

Your Position and Duties:

Reason for Leaving:

May we contact this employer for a reference? Yes No

Reference

Please provide contact information for three references who are not related to you who have knowledge of your work performance in the last three years, particularly with youth ages 11 to 17.

Last Name _____ First Name _____ Middle Name _____

Phone: _____ Email: _____

Street Address:

No. & Street _____ City _____ State _____ Zip _____

Relationship to you: _____ No. of Years Acquainted: _____

Last Name _____ First Name _____ Middle Name _____

Phone: _____ Email: _____

Street Address:

No. & Street City State Zip
Relationship to you: _____ No. of Years Acquainted: _____

Last Name First Name Middle Name
Phone: _____ Email: _____
Street Address: _____

No. & Street City State Zip
Relationship to you: _____ No. of Years Acquainted: _____

Please Read Carefully, Initial Each Paragraph and Sign Below

_____ I hereby certify that I have not knowingly withheld any information that might adversely affect my changes for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

_____ I hereby authorize SJW to investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to SJW any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release SJW, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

_____ I understand that nothing contained in the application, or conveyed during any interview that may be granted or during my employment, if hired, is intended to create an employment contract between Stanford Jazz Workshop and me. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or SJW, and that no promises or representations contrary to the foregoing are binding on SJW unless made in writing and signed by me and SJW's designated representative.

_____ I agree to comply with COVID health and safety requirements that may be required by Stanford University and other health authorities, including mandatory vaccination, testing, appropriate use of facemasks, and other protocols that may be required at the time of the programs.

Signature _____ Date _____