



Tillamook Coast Visitors Association

Employment Application: Trails and Outdoor Recreation Manager

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever been convicted of a felony? YES NO

If yes, explain: _____

Education

High School: _____ City/ST: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ City/ST: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ City/ST: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Professional certificates: _____

Previous Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____

Professional References

Please list three professional references.

Full Name: _____ Relationship: _____
Company: _____ Phone: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____

Additional Questions (Please keep each responses to 200 words or less)

1. *Please provide an example of a community development project you have worked on: What were the project goals and results; how did you engage community members?*

2. *What is your experience and/or knowledge of sustainable tourism practices and outdoor recreation? Where and how have you applied your skills?*

3. *Share your experience facilitating group meetings: How do you keep conversations and agendas on track?*

4. *What tactics do you use to manage differences of opinion or misinformation?*

5. *Share an experience in presenting to community or industry groups? How do you prepare, fact check, and present information?*

6. *This position requires clear, concise writing. Tell us about a report, case study or presentation you created.*

7. *This job requires working independently, yet keeping team members informed, What tactics do you use to stay focused when working independently and/or off-site, and keep up communication with others?*