





# 2012 Ontario Ranger Reference Form

Part 2 of 3



- Applicants fill out the top portion of this form then ask one of the following people (the “referee”) to complete the remainder of the form: principal, teacher, guidance counselor, former or present employer, or sporting coach.
- For the application to be considered complete, this form (Part 2) as well as the Ontario Ranger Application Form (Part 1), and the Ontario Ranger Camp Code of Conduct (Part 3) **must** be completed and received at the Youth Employment office or postmarked by 5:00 p.m. on **March 30, 2012** (see note below relating to method of transmittal).
- Scanned or faxed versions of completed application and candidate information forms will be accepted for deadline purposes but signed originals **must** then **also** be received as soon as possible for application to be valid (NOTE: e-mail is not a secure method for sharing personal information so a hard copy is strongly recommended.)
- The completed Reference Form may be provided to the Youth Employment office either by the applicant or by the referee directly (see address below).

### This Portion To be Completed by Applicant

Program Applied For: <b>Ontario Ranger Program</b>	Date:	Phone: ( ) -
Applicant Surname:	Applicant First Name:	
Address:	City:	Postal Code:

### This Portion To be Completed by Referee *(Note: Please read the following description as a guide for your assessment)*

**Description of Ontario Ranger Job Duties/Working Conditions**  
 There are up to 24 all-female or all-male Ontario Rangers at each ranger camp. Normally Rangers live in camps close to their work sites. Supervisors live at camp and have staff members on duty at all times. Camps are often isolated and rustic. The typical work projects of Ontario Rangers entail clearing trails, cutting canoe portages, developing and improving campsites, thinning and pruning stands of timber and other physically strenuous tasks.  
*(NOTE: Please print or type your responses. This reflection has no bearing on selection process however your honest assessment of the applicant is an important and mandatory element of the Ontario Ranger Program registration process.)*

Referee's Name:	Position/Title:
Organization/Institution:	
Address:	Phone: ( ) -
City/Town:	Fax: ( ) -
Province/Postal Code:	E-mail:

**What would you consider to be this individual's strengths and weaknesses? Do you have any strategies or suggestions that would benefit this persons experience at camp?**

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**Does this individual get along well with his/her peers? Do you have any strategies or suggestions for this person to succeed in a team environment?**

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**The above statements are true to the best of my knowledge:**

*Referee's Original Signature Required*

Send to: Ontario Ranger Program  
 Youth Employment Section, Ministry of Natural Resources  
 P.O. Box 7000, 300 Water Street, 3rd Floor, South Tower  
 Peterborough ON K9J 8M5

Telephone: 705-755-2014  
 1-800-667-1940  
 Fax: 705-755-3120  
 Email: [youthprograms.mnr@ontario.ca](mailto:youthprograms.mnr@ontario.ca)

The personal information collected is being used to determine qualifications for employment with the Ontario Public Service and for recruitment modernization initiatives. This information is collected under the authority of the Public Service of Ontario Act.



# 2012 Ontario Ranger Code of Conduct Agreement



Part 3 of 3

- For the application to be considered complete, this form (Part 3) as well as the Ontario Ranger Application Form (Part 1), and the Ontario Ranger Reference Form (Part 2) must be completed and received at the Youth Employment office or postmarked by 5:00 p.m. on **March 30, 2012** (see note below relating to method of transmittal).
- Scanned or faxed versions of completed application and reference forms will be accepted for deadline purposes but signed originals **must** then **also** be received as soon as possible for application to be valid (NOTE: e-mail is not a secure method for sharing personal information so a hard copy is strongly recommended.)

Please print all information.

Applicant Surname:

Applicant First Name:

Applicant Middle Initial:

Dear Parent/Guardian,

The Ontario Ranger Program is an eight-week employment opportunity that offers youth in their 17th year an exciting and unique opportunity to gain practical job experience and valuable job skills in natural resources management.

The Ontario Ranger Program is based out of 13 residential facilities (camps) around the province. For the duration of employment with the Ministry of Natural Resources, rangers are expected to live within these facilities among fellow rangers and supervisory staff.

As you are aware in today's climate, there are certain precautions we must take before accepting your child into an Ontario Ranger camp for the work period of eight weeks. To ensure that your child has a rich and meaningful experience with the Ontario Ranger Program, it is important for us to implement steps to protect their general well-being. With respect to ranger well-being and health and safety regulations, we require the assurance of both you and your child that the rules of behavior (listed on the back of this page) will be adhered to.

It is in the interest of your child's health and safety that the attached code of conduct is respected. In the event of a serious behavioral incident, it is possible that we may feel it necessary to send a child home or implement other appropriate sanctions. In the event of a child being sent home, parents/guardians will be wholly responsible for the facilitation and financial implications inherent to the return travel required for their child.

Please keep the Ministry of Natural Resources apprised of any changes to Emergency Contact information as needed.

In signing this document, you are agreeing that you and your child fully understand and respect the conditions and expectations stated within "*The Ontario Ranger Program Camp Code of Conduct*" (on the back of this page).

**To Applicant:** I understand the conditions of employment as outlined in the Ontario Ranger Camp Code of Conduct and I am prepared to work within these guidelines for the full term of employment. This form (part 3) must be signed and submitted for my application to be considered for approval.

Date:

Name of Applicant

Email of Applicant

Signature of Applicant ▼

**To Parents or Guardians:** Ontario Ranger camps are not of the commercial recreation variety but are work camps with a planned educational program. The work requires physical and mental exertion and the applicants must be in good physical condition. Please read program information in brochure or on the website before signing.

Name of Parent/Guardian:

Email of Parent/Guardian

Signature of Parent/Guardian ▼

For Ministry Use Only  
File #:

## The Ontario Ranger Program Camp Code of Conduct

**1. The following items and activities are not allowed in camp. Campers having, doing or being associated with such will be subject to dismissal at their own expense:**

- i. No alcoholic beverage or illegal drugs are allowed.

**2. The following items and activities are not allowed in camp. Campers having, doing or being associated with such will be subject to disciplinary action and/or possible dismissal at their own expense:**

- i. No knives, firearms or fireworks are allowed.
- ii. No gambling, fighting, bullying, threatening/physical abuse, stealing, tampering with emergency equipment, or being under the influence of drugs or alcohol are allowed at camp.
- iii. Personal vehicles are not allowed on Ontario Ranger Camp premises for any other use than Ranger pick-up/drop off.

**3. Respect the rights and property of others:**

- i. Do not touch other Rangers' belongings.
- ii. Disrespectful, abusive language will not be a part of the Ontario Ranger camp environment (no profanity, racial slurs, or putdowns).
- iii. Do not damage or deface camp facilities or property.
- iv. Rudeness, lack of courtesy, and disrespect for authority will not be tolerated.
- v. Fighting and threatening physical abuse is not acceptable behaviour.
- vi. All Rangers must be invited if they wish to enter other rooms/cabins.
- vii. Items of clothing which display profanity; advertise gang affiliation, products or slogans which promote tobacco, alcohol or drugs; or are in any way disrespectful, will not be allowed.

**4. Be concerned for the safety of Rangers and staff:**

- i. Must wear closed-toe shoes for camp activities. Sandals are not safe on uneven terrain.
- ii. Sleeping area shall be kept neat and free of litter.
- iii. Throwing objects (e.g., rocks) is not allowed unless it is a planned sport or work component.
- iv. No jumping or swinging on the beds in the cabins.
- v. Rangers and staff are allowed to leave camp only with the Camp Supervisor's permission.
- vi. All prescriptions and over-the-counter drugs must be given to the Camp Supervisor immediately upon arrival at camp and will be dispensed as needed.
- vii. Work tools will be provided. Do not bring knives or other weapons of any sort to camp, as they will be confiscated.
- viii. All accidents, regardless of significance, must be reported to the supervisory staff immediately. They will take the necessary action in:
  - a. the application of first aid
  - b. arranging for medical services if necessary
  - c. the completion of an accident report and report for Workers' Safety Insurance Board purposes

**5. Ontario Ranger Camp is a fun experience and everyone is to participate in the planned activities:**

- i. Be on time and ready to participate.
- ii. Be a positive team member for your group and cabin.
- iii. "Lights Out" means quiet and in bed.
- iv. The camp telephone is only to be used with the permission of Camp supervisory staff. The uses of cell phones and other electronic equipment are to be discussed on a camp-by-camp basis.