



2018 Staff Application

If you are new to being on staff at one of Calvary's Day Camps, thank you for inquiring about a Summer Ministry Staff Application. If you have served with us in previous summers, thank you for applying to come back again! We are looking for people who are willing to serve the Lord as they serve campers. The work is not easy, but the rewards are eternal!

Our desire is to provide fun and new, character building opportunities that will challenge young people physically, emotionally, socially and spiritually and allow them to stretch and flourish ... to be the people that God wants them to be. Each person who serves on staff plays a part in the process God uses to reach boys and girls with the message of Jesus Christ. We are the instruments God chooses to use.

Application Process:

1. Please read through the following pages carefully and fill out the application provided. **Application deadline May 4, 2018.** Applicants will hear back from us by the end of May.
2. You must be a grade 8 grad or older to apply to Adventure Day Camp. You must be grade 9 grad or older to apply to Join the Cast. Successful applicants will be confirmed on the basis of experience and the content of their application. New Staff may be required to attend an interview before acceptance. Returning Staff and older applicants will be confirmed first and then CIT's (Counsellor in training).
3. **New staff - Don't forget to include references (forms are attached).** Without these, it will slow down the application process.
4. **All staff over the age of 18 by July 2018 must have a current 'Police check' and fill out the Children's Ministry Worker Application form (see attachment).** To reduce the cost of the Police Check ask the church office for a letter stating that you are volunteering with Calvary Baptist Church.
5. Confirmed staff will receive additional information to finalize details pertaining to programming, dates and times for our mandatory counsellor in training session, a medical form and any other instructions pertaining to the summer program.

If your application is accepted you are required to be at Staff Training.

The purpose of staff training is to prepare you for all aspects of the day camp program, as well as getting to know the other team players and camp staff. For these reasons it is mandatory for all accepted applicants to be present.

Adventure Day Camp Staff Training will be held:

Wednesday July 11th – 12:30pm to 2:30pm (At Calvary Baptist Church, in the Fellowship Hall)
Friday July 13th 4pm – Saturday July 14th at 4:00pm (at Ganaraska Christian Conference Center)

Join the Cast Staff Training will be held:

August 8th and 9th – 10am – 3pm (at Calvary Baptist Church)

What we are looking for in our Summer Staff:

- Have made a personal profession of Salvation to Jesus Christ and claim Him as Lord and Saviour.
- A regular attendee of Calvary Baptist Church or an evangelical church
- Involvement in regular Bible study and knowledge of key principles in God's Word
- Conviction and commitment to live by biblical principles
- An evidence of a love for God and desire for spiritual growth
- Evidence of a teachable heart
- A desire to implement servant leadership and be a team player
- Evidence of respect for God's authority and those God has placed in leadership
- Healthy, Godly relationships that are above reproach
- Good interpersonal skills and problem solving abilities
- A love for campers and a willingness to pour his/her heart into young lives
- A burden to share the Gospel with campers through the witness of his/her life and words
- Dependability – one who is able to take initiative and fulfill responsibilities with a cheerful spirit
- Enthusiastic – shows genuine interest in campers and all aspect of the job

Conditions of Service at Adventure Day Camp

Please read the following conditions. If you accept these conditions and are willing to be subject to the rules governing Adventure Day Camp, please sign the appropriate part of your application.

1. The camp director reserves the right to dismiss a staff member who in his/her opinion is a hazard to the safety and the rights of others or who appears to him/her to have rejected the reasonable controls of Camp.
2. Counsellors are required to have read, understood and follow the guidelines and rules set out during counsellor training.
3. Precautions are taken for the safety and good health of our staff, but in the event of accident or sickness, Adventure Day Camp, including the Camp Directors are hereby released from any liability. Each staff member must be covered by Provincial Health Insurance or equivalent private medical insurance.
4. In case of medical emergency, I hereby give permission to the physician selected by the Camp Director to hospitalize, secure proper treatment for and to order injection, anesthesia or surgery for the staff member as named in this application. (In all cases this will be the last resort when notification of parent/guardian is not possible)
5. In the event that a staff member requires special medication, diagnosis or treatment beyond that which is possible at the camp, family members will be notified.
6. I give permission for Adventure Day Camp to use any photographs or video of my image for promotional use.
7. I accept Calvary Baptist Church statement of faith and will teach, instruct and conduct myself in keeping with the beliefs set out therein. See www.calvary.on.ca (click About Us/Beliefs).

MANDATORY POLICE CHECKS – ABUSE PROTECTION

Assault and abuse are prevalent and sensitive issues in our society today. As Adventure Day Camp and Join the Cast is entrusted with care of many children each summer, we take the selection of our staff very seriously. A current Police Records Check is mandatory for all staff 18 years or older and must be provided prior to training. **To reduce the cost of the Police Check ask the church office for a letter stating that you are volunteering with Calvary Baptist Church.**

Code of Conduct

These guidelines are to help the staff team keep focused on the Lord and what he has given us to do at camp. Counsellors are expected to be developing their relationship with God and have a desire to live by the standards set in the Bible. You will be placed with young children in a position of example and leadership.

1. **Respect:** While at camp, you are under the authority of the directors and senior staff. We expect you to obey all camp rules.
2. **Punctuality:** You will find that camp is a very busy place. Therefore punctuality is expected for all activities, sessions, and assigned duties. It is recommended that all staff **come with a watch**. If you need to leave camp early or will be arriving late due to an appointment or important event you must inform the director.
3. **Proper Attire:** Dress modestly and appropriately for all activities.
 - We ask that girls do not wear tight/short shorts, halter tops, spaghetti strap, backless, strapless or midriff tops, no tight T-shirts/shirts, shorts, jeans, etc. Modest one piece bathing suites only!
 - Undergarments must not be seen at any time (male and female).
 - Male counsellors are to wear T-shirts at all times with the exception of in the pool area (strap T-shirts are acceptable).
 - Caution with offensive sayings/pictures on T shirts (remember you are representing Christ).
4. **Prohibited:** Fighting, drugs, tobacco, alcohol, personal use of iPods, MP3, cell phones, electronics, public displays of affection between individuals who are dating/interested in each other during scheduled work times.
5. **Positive Attitude and Enthusiasm:** We expect you to take a positive outlook on all commitments, challenges and circumstances. You need to stay focused on your responsibilities and be enthusiastic at camp.

2018 Staff Application Form

Calvary Baptist Church, 300 Rossland Road East, Oshawa ON, L1G 2X1
Phone: 905 433 2960, Fax: 905 433 4734, email: staff@calvary.on.ca

| | | |
|-------------|-------------------------------|---------------------------------|
| Name: _____ | <input type="checkbox"/> Male | <input type="checkbox"/> Female |
|-------------|-------------------------------|---------------------------------|

| |
|----------------------------------|
| Birth Date: D ____ M ____ Y ____ |
| Age as of July 2018 |
| Age ____ Months ____ |

Address: _____

City: _____ Province: _____ Postal Code: _____

Phone: _____ Email (print clearly): _____

When I would like to help:

____ Adventure Day Camp Day Camp 1 – July 16th – July 20th

____ Adventure Day Camp 2 – July 23rd – July 27th

____ Adventure Day Camp 3 – July 30th – August 3rd

(Note: Adventure Day Camp Staff are expected to be at Calvary Baptist Church at 7:45am until 4:15pm)

____ Join the Cast August 13th – 17th (must be a grade 9 grad or older)

(Note: staff are expected to be at Calvary Baptist Church at 7:45am devotions until 4:00pm)

The age group I would like to help with:

____ Younger Division (ADC Grade 1-3, JTC Grade 3-6)

____ Older Division (ADC Grade 4-8, JTC Grade 7-9)

JOIN THE CAST ONLY: The Workshops I would like to assist with:

____ Dance or Hip Hop

____ Cooking

____ Photography

____ Drama

____ Drums

____ Crafts

____ Visual Arts

____ Sign Language

____ Wood Working

____ Instrumental Music

____ Singing

____ Hair Styling

Please list any experience, personal skill or interests you have that you think would be helpful for a specific area of camp:

How many years have you worked at Calvary Day Camp (including your CIT year)? _____

If you have served at camp before what areas were you involved with (younger/older, workshops etc.) and did you enjoy working in these areas?

Are you qualified to lifeguard (circle)? Yes No Are you qualified to assist in guarding? (circle) Yes No
(Required to Guard: NLS) (Assist in Guarding: Bronze Cross)

Personal Information (Please fill in all information)

Phone# Home: _____ Cell: _____ Other: _____

Email (please print clearly!) _____

Name & Denomination of Church _____ Attendance (circle one): Regular Occasional Seldom

Staff T-Shirt (circle one) S M L XL XXL XXXL (Adult/Men shirt sizes)

Certifications: _____ CPR _____ First Aid _____ Swimming _____ Other _____

I plan on taking _____ date: _____

Do you regularly take any medications? Yes/No If yes Explain: _____

Do you have any allergies? Yes/No If yes Explain: _____

Have you ever been convicted of a criminal offense to which a pardon has not been granted? Yes/No

Have you ever been investigated by the Children's Aid Society regarding any kind of abuse? Yes/No

Have you ever physically or sexually abused another person? Yes/No

If you answered yes to either of the last 3 questions, please give details on a sheet of paper.

Educational Status:

This fall I will be attending _____ (school)

Going into grade/year _____ (or)

I am not attending school, I am _____ (employment etc.)

Employment, camping and leadership experience: Yes / No

If yes...

| Organization | Position Held | Year/ Weeks Served |
|--------------|---------------|--------------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

References:

Please list below the people (who have known you more than 1 year and are adults) to whom we can call or send a reference to. *If you are a first time applicant, please get 2 references to fill out the attached reference form. Please ask your reference to fill out the reference form and then put it in an envelope sealed with a signature.*

Pastor/Youth Leader _____ Phone# _____
Mailing Address: _____ Postal Code _____

Employer/Supervisor _____ Phone# _____
Mailing Address: _____ Postal Code _____

Adult Family Friend _____ Phone# _____
Mailing Address: _____ Postal Code _____

By signing below I/We

1. Authorize Calvary Baptist Church to contact any references that I have named.
2. I have read and understand the "qualifications of a counsellor", "conditions of service", "statement of faith" and "code of conduct".
3. Understand that final acceptance will only be made on receipt of application, references, a clear police check (as required), full attendance at our 'staff training' weekend and the final decision of the director(s) and pastoral staff representative.

Signature _____ Date: _____

Parents Signature _____ (if applicant under 18 years old) Date: _____

(make sure to answer the questions on the back of this page)

New Staff

*On a separate piece of paper, answer the following questions.

1. How and when did you become a Christian?
2. Describe your pattern of bible reading and prayer.
3. Why do you want to come to be a camp counsellor? What specific goals do you wish to accomplish by coming to camp?
4. Who is Jesus and what did he do?
5. What characteristics in your estimation would make a great camp counsellor?
6. What are your strengths? (e.g. musical ability, drama, speaking in groups, willing to learn etc.)
7. What are your weaknesses? (e.g. shy, reserved etc.)

Additional Comments:

Returning Staff

1. What did God teach you while serving at camp last summer?
2. What aspects of your walk with God have excited you over the last year?
3. What aspects of your walk with God have you struggled with over the last year? How might camp be of benefit to these?
4. Summarize your involvement in church (youth group, bible studies etc.) and other Christian organizations this year. (Please list below, names, and numbers of leaders we can call as references if necessary)

Additional comments (including suggestions and improvements you may have on any aspects of the summer program).

Adventure Day Camp and Join the Cast - New Staff Reference Form 2018
(two reference forms must be filled out for all new applicants)

Name of Applicant _____

Name of Reference _____

How long have you known the applicant and in what capacity? _____

How well do you know the applicant?

Quite Well _____ ; Well _____ ; Casually _____

Describe the type of contact you have had with the applicant:

| | Above Average | Average | Below Average | Unable to Observe |
|----------------------------------|---------------|---------|---------------|-------------------|
| Musical or artistic skills | | | | |
| Practical problem solving skills | | | | |
| Personal organization skills | | | | |
| Moral integrity | | | | |
| Ability to work well with peers | | | | |
| Positive influence on others | | | | |
| Self-discipline | | | | |
| Handles Responsibility | | | | |
| Dedication to God | | | | |
| Confidence Level | | | | |
| Energy Level | | | | |
| Initiative | | | | |
| Ability to communicate | | | | |

Further Comments:

Signed: _____ Date: _____ Phone: _____

Please return this form no later than May 4, 2018 to
 Calvary Baptist Church, 300 Rossland Rd. East, Oshawa, Ontario L1G 2X1
 to the Attention of the Day Camp Director.
 Thank you.

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(two reference forms must be filled out for all new applicants)

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 to the Attention of the Day Camp Director.
 Thank you.

Confidential

Appendix 2



Children’s Ministry Worker Application Form (page 2)

REFERENCES

List 2 references (NOT A RELATIVE) who have known you for at least three years.

Reference 1: _____ Relationship: _____

Address: _____

Phone: _____

Reference 2: _____ Relationship: _____

Address: _____

Phone: _____

APPLICANT’S STATEMENT

I affirm that all the answers and information I have provided on this application form are true and complete to the best of my knowledge.

I understand and agree that my position with Calvary Baptist Church is a volunteer position, and that I have no expectation of pay, compensation, or benefits of any kind, or an expectation of future employment, in exchange for such volunteer services. I agree that Calvary Baptist Church is free to terminate my service at any time, and that I am free to resign from service at any time. My volunteer position is reviewed and appointed each and every year. I agree to be subject to the policies of Calvary Baptist Church and in particular the Children’s Ministry Safety policy, a copy of which I have received and read.

I authorize Calvary Baptist Church to conduct an investigation concerning my background, record and suitability for service with Calvary Baptist Church. I specifically authorize Calvary Baptist Church, as it deems appropriate, to contact all references, educational institutions, past employers, churches, organizations and persons identified by me. I hereby waive and release Calvary Baptist Church and its directors, employees, agents and representatives, from any and all claims that might arise from reviewing and processing my application and conducting the above-referenced background investigations.

Signature of Applicant

Date

Print Name

To be completed by Administration: CIR attached / Date of CIR _____ CIR required

Application reviewed by _____ Date _____

Recommendation (comments)
