

CAMP CAREW

303 Hidden Bay Lane
Makanda, Illinois 62959
618-457-5596
Office@CampCarew.org



To: Summer Camp Staff Applicants

Re: Summer Staff Application process

Date: 2019

Thank you for your interest in Summer Camp 2019 at Camp Carew on Little Grassy Lake in beautiful southern Illinois. While the ministry of a summer camp staff member is challenging and difficult, it is also some of the most meaningful work many of us will ever do. Previous summer staff will tell you that a summer spent at Camp Carew is guaranteed to be a summer that you will never forget.

Attached, is an application packet, which consists of an application for employment, as well as three copies of a reference form. Fill out the application completely and mail it to:

Camp Director, Dan Kingery
303 Hidden Bay Lane
Makanda, IL 62958

or email it to Office@CampCarew.org. The application deadline is May 15, 2019. We will soon begin hiring our summer staff. The earlier we receive applications, the earlier we will be able to extend invitations to our 2019 summer staff.

However, your application is not complete until we receive three reference forms. Take the enclosed reference forms and give one to each of your three references. These references should be people who know your character and abilities and who can enthusiastically recommend you for employment at Camp Carew. One of them should be your pastor, and the other two can be professors, mentors, former supervisors, or others who can speak about your personality and work habits. These should not be family or personal friends.

We are excited about Summer Camp 2019 and about putting together a dynamic team of leaders for our summer program. And, of course, we look forward to receiving your application and learning more about you.

Grace and peace my friends,

Dan Kingery

Camp Director

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Application for Summer Employment

Applicant should complete this application and return it to Camp Carew at the address above. The three reference forms should be returned to Camp Carew by the persons giving the references.

Complete applications, including all three reference forms, are due by May 15, 2019.

Camp Carew is an Equal Opportunity Employer. M/F/V/D Applicants are considered for all positions without regard to race, color, sex, handicap, national origin, ancestry or family status.

Personal Information

Name of Applicant: _____ Age: _____

Date of Birth: _____ Sex: _____ Mobile Phone: _____

School Phone: _____ Home Phone: _____

Email: _____ US Citizen? _____

School Address: _____

City /State /Zip: _____

Permanent Address: _____

City /State /Zip: _____

Emergency Contact

Name: _____

Address: _____

Email: _____

Mobile Phone: _____ Home Phone: _____ Home Phone: _____

Church Affiliation

Name: _____ City: _____ State: _____

Denomination: _____ How often do you attend worship: _____

List church leadership positions you've held: _____

I would prefer you contact me at my **home address** or **school address**. (Circle one)

I am applying for the following position: **Counselor** **Lifeguard**. (Circle one)

Have you worked at Camp Carew previously? _____ If yes, when? _____

What position(s)? _____

Have you applied to Camp Carew previously? _____ If yes, when? _____

The 2019 summer camp season begins on June 2nd, 2019 and ends on July 27th, 2019. Are you available for the duration of this time period? _____

Education

Name of School	Address	Dates	Diploma
(high school)			
(post high school)			
(post high school)			
(post high school)			

List any awards or honors you have received:

Specialized Training: CPR: _____ First Aid: _____ Lifeguard: _____ other (specify): _____
 (Place a check in front of those areas in which you have a certification that will still be CURRENT until July 27th, 2019.
 Documentation will be required if you are hired)

Employment History

List all previous work experience; attach additional pages as necessary. Begin with your present or most recent employer.

Name of Employer #1	Address	Phone	Position	Dates	Supervisor

Reason for leaving: _____ Salary: _____

Describe your duties and responsibilities: _____

Name of Employer #2	Address	Phone	Position	Dates	Supervisor

Reason for leaving: _____ Salary: _____

Describe your duties and responsibilities: _____

Name of Employer #3	Address	Phone	Position	Dates	Supervisor

Reason for leaving: _____ Salary: _____

Describe your duties and responsibilities: _____

Personal References

List name & contact information of three people (not relatives) who have knowledge of your character, experience, and ability. One should be the pastor of either your home church or the church you are active in at school. Give a reference form to each of these three and have them submit it to Camp Carew at the address on the form.

Youth Protection Information (required of all staff)

Have you ever been terminated from a position, either as an employee or as a volunteer, because of allegations of sexual misconduct or child abuse? (If yes, we will seek further information about the situation.)
Yes _____ No _____

Have you ever been reviewed by church or secular bodies and been restricted from involvement with children, youth or adults or restricted from involvement with youth, camp, or retreat ministry? Yes _____ No _____

Have you ever been convicted of a criminal offense, other than a minor traffic violation? Yes _____ No _____

Have you ever been convicted for the possession, use, or sale of drugs? Yes _____ No _____

Has your driver's license been suspended or revoked within the last 3 years? Yes _____ No _____

Within the past 30 days, have you abused alcohol, legal, or illegal drugs? Yes _____ No _____

Please print the following information

Full Formal Name: _____ Social Security #: _____

Any Previous Surname: _____ Driver's License #: _____

Alias or Nickname: _____ State of Issue of Driver's License: _____

If you are not currently an Illinois resident, or have been an Illinois resident for less than 3 years, please list the cities and states of previous residence for the last 3 years:

The information that I have provided in this form is correct to the best of my knowledge. With my signature below, I give my con-sent for a Camp Carew representative to obtain information relating to my criminal history record. The criminal history record, as received from the reporting agencies, may include arrest and conviction data as well as plea bargain and deferred adjudications. I understand that this information will be used, in part, to determine my eligibility for an employment or volunteer position with Camp Carew. I also understand that as long as I remain an employee or volunteer with Camp Carew, the criminal history records check may be repeated at any time. I understand that I will have the opportunity to review the criminal history and a procedure is available for clarification, if I dispute the record as received. I also understand that I may see a copy of the transcript but may not receive a copy of the document in any fashion or form. I, the undersigned, do for myself, my heirs, executors and administrators, hereby remise, release, and forever discharge and agree to indemnify Camp Carew and each of their officers, directors, employees, and agents harmless from and against any and all causes of action, suits, liabilities, costs, debts, and sums of money, claims, demands, whatsoever, and any and all related attorney's fees, court costs, and other expenses resulting from the investigation of my background in connection with my application to become a volunteer or employee of Camp Carew.

Applicant's Signature: _____ Date: _____

Witness' Signature: _____ Print Witness' Name: _____

Application Questions

Please use the space below to write the first thing that comes to your mind when you read each word.

Please give complete but concise answers to the following questions:

What do you people like best about you? _____

What three words describe your ideal work environment? _____

Please answer the following questions on a separate sheet of paper. Please type your answers or print them clearly in ink. Your answers to all 8 questions (total) should be no longer than three typed, single-spaced pages.

1. Write a brief biographical sketch that includes information about your relationship to Jesus Christ, your own spiritual growth, and your faith journey. Mention any people who have been influential in your faith journey (parents, teachers, pastors, etc.), as well as congregations, groups, and activities that have influenced your spiritual life.
2. Why do you want to work at a Christian summer camp? Include in your answer an explanation of your previous experiences (as camper, staff or volunteer) of summer camp.
3. Describe your current relationship with God and how this relationship affects your daily life and your choices.
4. Describe your previous experience of working with children and explain any particular skills you have that would be useful in a camp setting.
5. The days as a summer camp staff member require very long and often unpredictable hours. Summer camp staff have to take good care of themselves or the demands of the job can really take a toll on their physical and emotional health. What are some ways that you take care of yourself? Take care of your health? Remedy fatigue? Refresh your spirit? Find encouragement? Cool your anger or frustration? Find help when you need it? Give some examples of when you have done this.
6. Why do you believe it is important that children come to summer camp? What is so special about church camp? Use our experiences of camp (if you have any) as examples.
7. What are your personal and professional strengths that will add to your success in this position if you are hired? What are areas of personal/professional growth that this position, if you are hired, would allow you to improve?
8. What are your beliefs about God, Jesus Christ, and the Christian life? In your answer, explain these beliefs as you would explain them to a junior high camper.

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Applicant's Name: _____

This form must be submitted to Camp Carew by the person completing the form, **NOT** by the applicant.

You've been identified as a source of information about the character, experience & ability of the above applicant, who has applied for a summer staff position at Camp Carew, a Presbyterian summer camp. On behalf of the youth who participate in our summer program, Thank you for your willingness to share information about the applicant in order that we may make the best decisions possible about our staff. Your responses on this reference form are confidential and will not be viewed by the applicant. The applicant will not be considered For employment until all reference forms have been received, so please complete this form and return it to the above address at your earliest convenience. Use the back or an additional sheet of paper for responses requiring extra space. Thank you again for your input.

Please evaluate the applicant according to the following categories by circling the appropriate description. Leave blank any category that you do not have enough information to answer.

Motivation/Desire to Learn:	Indifferent	Average	Eager		
Industry Work Habits:	Needs Prodding	Average	Creative		
Social Attitude/ Concern for Others:	Indifferent	Average	Interested	Deeply Concerned	
Response from Others:	Tolerated	Accepted	Well-liked	Sought Out	
Leadership:	Follower	Average	Leader		
Dependability:	Easily deterred	Average	Dependable	Trustworthy	
Responsibility:	Avoids	Accepts	Seeks out		
Emotional Maturity:	Unstable	Below Average	Stable	Very Stable	
Ability to Relate to Children:	Poor	Fair	Average	Good	Excellent
Treats all Children Fairly:	Poor	Fair	Average	Good	Excellent
Ability to Accept Supervision/Guidance:	Poor	Fair	Average	Good	Excellent

Please evaluate the applicant in response to the following questions:

1. Please give a brief description of the applicant.
2. What are the applicant's personal/professional strengths? What are the applicant's areas of growth?
3. What do you know about the applicant's Christian faith and spiritual development?
4. Please describe the applicant's personality and work habits.
5. How long have you known the applicant? In what capacity?
6. If given the opportunity to hire this person to work with youth, would you? Would you entrust your children to the applicant's care for a week? Please explain your answer.
7. Do you believe this applicant would enjoy and thrive in an outdoor, somewhat primitive camp setting?
8. Other comments:

Signature: _____ Date: _____

Printed Name: _____ Phone number: _____

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