



# Application for Returning Staff 2012

## Application Checklist

Please be sure to include the following items:

- Completed Staff Application.
- Names and Contact Information for Three References.
- A Criminal Record Check (this can be completed at any RCMP office), no more than six months old.  
*If you submitted a CRC in 2011, you do not need to submit one in 2012. Returning staff are required to provide an up-to-date CRC every other year. Check with Kerry if you're not sure whether you need a new one done.*
- Alberta citizens over 18 years of age must provide a Child Welfare Check from Alberta Children and Youth Services.  
*If you submitted a Child Welfare Check in 2011, you do not need to submit one in 2012. Returning staff are required to provide an up-to-date Child Welfare Check every other year. Check with Kerry if you're not sure whether you need a new one done.*
- Photocopy of your up-to-date First Aid Certificate – or proof that you'll have an up-to-date First Aid Certificate by the time you arrive for work!  
**Very important!** *You are on the hook for the cost of your own First Aid Certification. Camp Evergreen **will not pay** for your First Aid course. Nonetheless, up-to-date certification is **mandatory** for all Cabin Leaders.*

Things to remember:

- We cannot process your application until **all** of the items above have been received.
- You must read Camp Evergreen's Confession of Faith (online at [www.camp-evergreen.com](http://www.camp-evergreen.com)).

## Our Mission

Camp Evergreen exists to share the good news of Jesus Christ and to grow kids and youth – spiritually, mentally, socially, physically, wholly – cultivating confidence, facilitating courage, and equipping leaders among our campers, guests and staff, all while having fun and using God's creation as a key tool!

“...we will tell the next generation  
the praiseworthy deeds of the LORD,  
his power, and the wonders he has done.”

Psalm 78:4

To find out more about Evergreen's story, please visit our website at [www.camp-evergreen.com](http://www.camp-evergreen.com).

## Our Contact Information

Please submit your complete application, or any questions, to:

Camp Evergreen

Box 492

Sundre, AB ToM 1X0

Phone: 403-638-4230

Fax: 403-638-4234

Email: [director@camp-evergreen.com](mailto:director@camp-evergreen.com)

**Four Months of Fun Crew (April 29, 2012 to August 25, 2012) Application Deadline: March 15, 2012**  
**Summer Knock Your Socks Off Team (June 28, 2012 to August 25, 2011) Application Deadline: May 15, 2012**

Dear Applicant,

You already know that camp is *more* than a (spring and) summer job. It's a way of life. And we're glad that you want to come back! We're driven by the desire to "tell the next generation the praiseworthy deeds of the LORD, his power, and the wonders that he has done" (Psalm 78:4) and we hope that desire – to share how amazing God is! – is what is calling you back to Evergreen for 2012.

Here's how the hiring process goes:

- First.* **You'll fill in this application** and return it to the camp – in person, by snail mail or by faxing it in. You don't have to answer the theology questions you did last year – although please let us know if things have changed! (I strongly recommend that you keep a copy of your application on file for yourself – Canada Post and my overflowing desk have both been known to fail us.)
- First and 1/2.* **You'll re-read our Confession of Faith.** You can find the Confession on the employment page of the Evergreen website ([www.camp-evergreen.com](http://www.camp-evergreen.com)) or on the Canadian Mennonite Brethren Conference website ([http://www.mbconf.ca/home/products\\_and\\_services/resources/theology/confession\\_of\\_faith/](http://www.mbconf.ca/home/products_and_services/resources/theology/confession_of_faith/)). I know. I'm giving you lots of homework.
- Second.* **We'll review your application.** We'll email, facebook or call you about your application. We might arrange to get together for coffee with you. If we decide to accept you as staff for Summer 2012 ...
- Third.* **We'll send you a hiring package.** The hiring package will include your contract, and forms to fill in with your health information, your banking information and your SIN number.
- Fourth.* **You'll fill out the required pages in the hiring package** – we need to have your health information, goals, signed contract and banking information BEFORE YOU GET HERE.
- And finally.* **Be prepared** for the fact that while we will hire most of you to primary roles (e.g., cabin leader, kitchen staff, custodial staff, barn staff, etc.), **we expect you to work where you're needed** – and to do so with a great attitude and a recognition that every role on the staff team is important, valuable and worthwhile.

We have high expectations of you, as returning staff. You should already know our standards and that we expect you to live up to them. We expect you live in pursuit of Jesus and we expect that your love for him will be evident, as you respect yourself, respect others and respect the camp. We expect you to be leaders among your peers and to aim to be above reproach. But don't worry ... we'll work on all that, together. That's what being a community means!

We want to be a community that is driven by love (1 John 4:7-21) and defined by grace (Ephesians 2:8-9), as we enable our campers, guests and staff to live to their fullest capacity (John 10:10), to the glory of God (Colossians 3:17, 1 Corinthians 10:31), whether at camp, at home, at school or at work. We strive to **love Jesus and lift Him up by ...**

**Respecting Yourself :: By caring for yourself**

*1 Corinthians 6:18-20, Romans 12:1-2, Philippians 4:4-8.*

**Respecting Others :: By being compassionate toward them**

*Romans 12:9-21, Romans 14:13-18, Philippians 2:1-8, 1 Thessalonians 5:13-18.*

**Respecting Camp Evergreen :: By committing to carrying out Camp Evergreen's purpose**

*Colossians 3:23-24, Psalm 78:4.*

Let me or Courtney know if you have questions ... and let us know that you're planning to apply. We'd love to talk with you about what position you're planning to apply for and to hear about how this last year has been for you!



Kerry Precht  
Executive Director

Your application will be kept confidential. Obviously, we expect honest responses. Also, please print, using a pen with blue or black ink.

## Personal Information

Name: \_\_\_\_\_ Birth Date: \_\_\_\_\_  
Gender:  M  F Status:  Single  Married  Other: \_\_\_\_\_  
Email: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Best time to reach you is: \_\_\_\_\_ Home Phone: \_\_\_\_\_

### Permanent Address

### Current Address

Street: \_\_\_\_\_  
City: \_\_\_\_\_  
Postal Code: \_\_\_\_\_  
Dates available at this address: \_\_\_\_\_

Have you ever been convicted of a criminal offense?  Yes  No  
Have you ever been investigated by the Police, Social Services or Child Welfare?  Yes  No  
Have you ever been involved in, accused of, or convicted of sexual, emotional, or physical abuse?  Yes  No  
If you have answered "yes" to any of these questions, please explain the circumstances on a separate piece of paper.

I am applying for:  Spring  Summer  Spring + Summer  
I would like to volunteer my summer without pay:  Yes  No  
I am interested in a year round position:  Yes  No

## What Weeks Are You Applying to Work During?

Spring applicants, please inform us now of your day off requests:

Summer applicants (and Spring + Summer applicants), please mark of the weeks you are applying to be at camp:

Leadership Week	June 28-July 6	<i>Participation is Mandatory.</i>	Week 4	July 29-August 3	<input type="checkbox"/>
Week 1	July 8-13	<input type="checkbox"/>	Week 5	August 7-10	<input type="checkbox"/>
Week 2	July 15-20	<input type="checkbox"/>	Week 6	August 12-17	<input type="checkbox"/>
Week 3	July 22-27	<input type="checkbox"/>	Week 7	August 19-24	<input type="checkbox"/>

## You at Camp

Working at camp requires regular physical activity and the ability to deal with stressful situations that naturally occur when living in close quarters with others. In some cases (e.g., out-trips or wide games) you may be several hours away from medical attention. Are you able to work under such conditions?  Yes  No

Do you have any physical limitations, health problems or disabilities that may affect how you fulfill your duties, if hired at Camp Evergreen?  Yes  No

If applicable, what kind of special considerations might we need to make? (E.g., no heavy lifting.)

**Church Attendance:**    Regular       Occasional       Seldom

**Are you a member of a church?**       Yes       No

Church Name: \_\_\_\_\_ City: \_\_\_\_\_

Head Pastor: \_\_\_\_\_ Phone: \_\_\_\_\_

Youth or Other Pastor: \_\_\_\_\_ Phone: \_\_\_\_\_

### Education Information

**Are you in school now?**       Yes       No

**Circle the grade or year that you will have completed by June 2012:**      10 11 12      1 2 3 4 5  
High School      College/University

*If applicable,*  
College or University: \_\_\_\_\_

Degree (Major/Minor): \_\_\_\_\_

### Employment Information

Please include an up-to-date resume with your application. THANK YOU!

### References

Please list three adults (18+ years of age) who are familiar with your character and qualifications. Your signature at the end of this application is your authorization of release of information by them. We'll call them for a reference.

1. One should be a parent or guardian;
2. Another should be a Pastor, a Spiritual Mentor or an adult Christian worker; and
3. Your third reference should be a current or former employer (for a paid or volunteer position).

Name	Relationship to You	Address	Phone Number
1			
2			
3			

### What Position Are You Applying For?

All available positions are detailed on our website, [www.camp-evergreen.com](http://www.camp-evergreen.com). Comprehensive job descriptions are available upon request from the Program Director. You may indicate a first and second choice. (No one is guaranteed the position they apply for.)

1 \_\_\_\_\_

2 \_\_\_\_\_

## All About You, Your Spiritual Life and Beliefs

Please respond to the following questions on a separate piece of paper:

1. Describe how your relationship with God and/or Jesus has grown or changed over the course of the last year.
2. What are some of the challenges you've faced in the last year?
3. How have you served God this year?
4. Remind us about some of your long term goals and how you are working toward them.
5. Think about who you are when you're at camp and who you are at home, school or work. What's consistent about your character, what isn't consistent and why? (For example, do people know you follow Jesus? Are they encouraged by that? Who are you online? Are you patient? Do you have a potty mouth? Do you help folks out? Do you have a good attitude when you have to do "hard" things?)
6. Why are you hoping to participate in ministry at Camp Evergreen again this year? Based on your experiences in previous years, where do you most look forward to serving, where will you find it most challenging to serve, and why?

## Camp-Specific Skills & Interests (Remind us of what you love ... and what you'd love to learn)

Remind us of any certificates, accreditation or courses you have that would be beneficial here. (E.g., climbing, canoeing, archery, horses, food safety, coaching, etc. Please include copies of certificates you have earned.)

Below, place a "1" beside the activities you are qualified to lead, organize, and teach. Place a "2" beside those you can assist in. Place a "✓" next to those you are interested in learning to teach or assist with. Not all positions at camp will require all of these skills, so don't worry if not all apply to you. You may not always be involved in indicated areas, but due to scheduling, you can expect to be involved in a variety of skill areas.

The Great Outdoors	Arts & Crafts	The Other Fun	Special Interests
<input type="checkbox"/> Canoeing	<input type="checkbox"/> Hemp Jewelry	<input type="checkbox"/> Team Building	<input type="checkbox"/> Worship Leading
<input type="checkbox"/> Archery	<input type="checkbox"/> Ring Making	<input type="checkbox"/> Jug 'n Jog	<input type="checkbox"/> Special Music
<input type="checkbox"/> Wall Climbing	<input type="checkbox"/> Model Rocketry	<input type="checkbox"/> Basketball	<input type="checkbox"/> Audio/Visual
<input type="checkbox"/> Survival Skills	<input type="checkbox"/> Model Cars/Trucks	<input type="checkbox"/> Soccer	<input type="checkbox"/> Can play an instrument: _____
<input type="checkbox"/> Challenge Course	<input type="checkbox"/> Crafts for 6-8 yr. olds	<input type="checkbox"/> Sports	<input type="checkbox"/> I have a special talent: _____
<input type="checkbox"/> Mountain Biking	<input type="checkbox"/> Crafts for 8-12 yr. olds	<input type="checkbox"/> Engineering (Building)	
<input type="checkbox"/> Horsemanship	<input type="checkbox"/> Crafts for 13-18 yr. olds	<input type="checkbox"/> Wide Games	
<input type="checkbox"/> Nature / Pond Study	<input type="checkbox"/> Wood Working	<input type="checkbox"/> Drama	
<input type="checkbox"/> Orienteering		<input type="checkbox"/> Night Games/Programming	

## Camp Evergreen's Remuneration Policy

- The camp is conditionally prepared to give an honourarium to staff. The Executive Director reserves the right to make adjustments and final decisions regarding all remuneration.
- The honourarium amount may depend on the individual's camp experience and/or his or her unique needs.
- Staff must have completed high school in order to be selected for an honourarium.
- Staff are not paid for Spring or Summer Staff Training weeks. (Spring staff are paid for the summer staff training week.)
- The honourarium scale may be as follows:

1 <sup>st</sup> year of service:	\$135/week	3 <sup>rd</sup> year of service:	\$185/week
2 <sup>nd</sup> year of service:	\$150/week	4 <sup>th</sup> year of service:	\$200/week

**Entrust Program**

Our Entrust Program is in place so spring and summer (“seasonal”) staff are equipped in raising additional financial support while they work at camp. Each of Camp Evergreen's seasonal staff are required to participate in Entrust to maintain fairness among staff members and compliance with the Code of Ethics of the Canadian Council of Christian Charities and the regulations of the Tax Court of Canada. All payments are subject to tax deductions. Staff may formally opt out of participation in the Entrust Program. Further details and materials will be made available to staff once they have been hired (but you can talk to Courtney, the Program Director, if you have questions now).

**Agreement & Commitment to the Ministry of Camp Evergreen**

1. I confirm that, to the best of my knowledge and ability, all information given on and with this application is true and accurate.
2. I give Camp Evergreen permission to obtain information regarding my ministry experience, work ethic, maturity, personality and character from the references I have provided. I voluntarily waive my right of access to any information given by my references. I understand that this information will be held in strict confidence by Camp Evergreen and that it will not be released to anyone else without my permission, except when such disclosure is required by law.
3. I understand my Criminal Record Check and First Aid Certification must be acquired at my own cost. I understand that I am responsible to make arrangements to participate in all staff training weekends/weeks and that Camp Evergreen reserves the right to rescind its offer of employment or terminate my employment if I am unable to provide a clean Criminal Record Check, up-to-date First Aid Certification or if I am unable to attend the required staff training events.
4. I have read, understood and am in general agreement with Camp Evergreen's Confession of Faith.
5. I understand that I will be required to sign a Code of Conduct if I am hired by Camp Evergreen and that if I am unwilling to sign said document, Camp Evergreen will rescind its offer of employment or terminate my employment.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Guardian (if applicant is under 18)

\_\_\_\_\_  
Date