

Possible Interview Dates:



Office Use Only:

Date Received:

Interview:

2:

Inter

SUMMER STAFF/VOLUNTEER APPLICATION

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Photo: Optional

*The following application is intended for all applicants. If, however, you are applying for a position as a **volunteer support staff** you only need to complete the items marked with a *. All other staff applicants must fill out the entire application.*

1. * **Name:** _____ Preferred Name: _____

2. * **Address (school address if applicable):** _____

Cell: (____) _____ Phone:(____) _____ Email: _____

3. * **Personal Information:**

Birthday: _____ Gender: _____

Marital Status: _____ Single _____ Married _____ Divorced _____ Engaged _____ Separated

Shirt Size: _____ Small _____ Medium _____ Large _____ X-Large _____ XX-Large

4. **Parent's Name (if applicable):** _____

Home Address: _____
_____ Phone: (____) _____

5. * **Home Church:** _____ Phone: (____) _____

Address: _____

Pastor's Name: _____ Phone: (____) _____

Youth Director's Name: _____ Phone: (____) _____

6. **School Church:** _____ Phone: (____) _____

Address: _____

Pastor's Name: _____ Phone: (____) _____

7. **Education:** High School: _____

Grade completed by opening of camp: _____ Year graduated: _____

College: _____

Major: _____

Classification by opening of camp: _____

Year Graduated: _____

Other Schools Attended: _____

Major: _____ Degree: _____

8. **Organizational Involvement:** List any organization with which you are now involved or have been involved with in the past. Give the name of the organization, office held, length of involvement, leader's name and phone number.

9. * **Camp Experience:**

As Camper: Camp Name Years

As Employee: Camp Name Years

How did you find out about HCBC?

10. * **Activity Competency:** The following activities are offered at camp. Our staff leads or assists in skill activity areas each day. Rate your competency level from 0 (no skill) to 5 (strong enough to instruct).

Recreation:

- _____ Ski Boat Operation
- _____ Swimming
- _____ Canoeing
- _____ Waterskiing
- _____ Archery
- _____ Fishing
- _____ TAC (Team Adventure Challenge)
- _____ Crafts
- _____ Other
(_____)

Music:

- _____ Instruments (_____)
- _____ Sing
- _____ Worship leader
- _____ Drama
- _____ Skits

Games:

- _____ Volleyball
- _____ Soccer
- _____ Basketball
- _____ Other
(_____)

* **Certification:** Indicate certification held and give dates of expiration.

| | Expiration Date: |
|-------------------------------------|-------------------------|
| _____ Life Guard Training | _____ |
| _____ Life Guard Instructor (LGI) | _____ |
| _____ Water Safety Instructor (WSI) | _____ |
| _____ TAC course Facilitator | _____ |
| _____ Standard First Aid | _____ |
| _____ Advanced First Aid | _____ |
| _____ CPR | _____ |
| _____ EMT | _____ |
| _____ LPN | _____ |
| _____ RN | _____ |
| _____ Other (_____) | _____ |

A copy of license or certification is required if participation on staff is confirmed.

11. * **Position(s) for which I am applying;** number your choices in order of preference (1 = most preferred). Leave blank any you do not wish to apply for or are unqualified for (see summer staff opportunities form).

_____ Counselor _____ Jr. Counselor _____ Food Service Assistant _____ Food Service Cook
____ Nurse ___ Media & Technology ___ Program Specialist: List area desired _____

List weeks for which you are applying: _____

12. * **General Information:** Please feel free to make any additional comments you wish concerning the following items. Answering yes to any of these questions does not necessarily disqualify you from involvement at camp:

A. Do you use tobacco in any form? _____ Yes _____ No

B. Do you drink alcoholic beverages? _____ Yes _____ No

C. Has your driver's license ever been suspended or revoked? _____ Yes _____ No

D. Have you ever been addicted to or treated for chemical dependency? _____ Yes _____ No

If yes, elaborate _____

E. Have you ever been convicted of any violation of the law or released from prison within the last seven years? _____ Yes _____ No

If yes, elaborate _____

F. Are there any facts or circumstances involving you or your background that would call into question your being entrusted with the supervision, care and guidance of children?

_____ Yes _____ No

13. **Work/Employment History** (please list your last two employers as follows):

| | Company | Position | Supervisor |
|----|----------------|-----------------|-------------------|
| A. | _____ | _____ | _____ |

| | Phone | Dates Employed |
|--|--------------|-----------------------|
| | _____ | _____ |

| | Company | Position | Supervisor |
|----|----------------|-----------------|-------------------|
| B. | _____ | _____ | _____ |

| | Phone | Dates Employed |
|--|--------------|-----------------------|
| | _____ | _____ |

14. * Describe any previous experience you have had working with children between the ages of 8 - 18.

15. * Health:

A. To the best of your knowledge, are there any health reasons that would limit your ability to perform any of the functions of the job for which you are applying? _____ Yes _____ No
Explain: _____

B. General Health: _____ Excellent _____ Good _____ Fair _____ Poor

C. Physical Stamina: _____ Excellent _____ Good _____ Fair _____ Poor

D. What was the date of your last complete physical examination: _____?
(If accepted as a full time summer staff you will be required to fill out a complete medical history)

16. * References:

Included with this application are two reference forms and envelopes. Please fill out the two top lines and distribute these forms with an envelope to your pastor, mentor, spiritual leader, personal acquaintance or any other individual who know you well and can speak to the items included on the form. **Please, do not give a form to a relative.**

The person filling out the form should place the completed form inside the envelope and send it directly to us or return it to you to be mailed.

****Your application cannot be considered until all reference forms have been received. Please follow up on your references to make sure they send the forms in.**

17. * I understand that by signing my name below that I am affirming that the information contained in this application for employment is accurate to the best of my knowledge. I also understand that (1) any false information given in this application will result in its cancellation and, if I am accepted on staff, may be cause for immediate dismissal; (2) employment is subject to satisfactory reference checks (3) employment is subject to compliance with the requirements of the Immigration Reform and Control Act of 1986. I also acknowledge that I have read the enclosed statement of faith of Hickory Cove Bible Camp and agree with the statement in its entirety and if hired will strive to live my life according to the principles established in the Hickory Cove Bible Camp Statement of Faith. I hereby give Hickory Cove Bible Camp staff permission to verify any and all information in this application by contacting any person or organization to obtain information concerning me. I release and agree to hold harmless from liability any person or organization (whether listed in the application or not) who provides information or reference about me to the camp or its employees, or agents. I also hereby release and agree to hold harmless the camp and its Directors, officers and employees with respect to the obtaining of such information about me. I waive any and all rights I might have to inspect the reference provided on my behalf.

I declare under penalty of perjury under the laws of the state of _____ that the foregoing information is true and correct.

Signed this _____ day of _____, 20____, in _____ (city), _____ (state).

(Print name)

(Applicant signature)

Spiritual Autobiography

1. Describe how you became a Christian and the steps of growth in your spiritual life.

2. At this point in your life, what do you feel God is preparing you to do?

3. What are your personal devotion habits? What are you studying now?

4. What is your response to the following authority relationships: Parents, Employers, and Government Officials?

5. Why do you want to work at Hickory Cove Bible Camp? What contribution do you feel you can make?

6. What do you think would be the most difficult challenge if you are accepted?

7. What do you believe your spiritual gifts are?
