



SUMMER CAMP STAFF

**(New, Returning & Support Staff)
Application Form**

**2010
Summer
Program**



Camps with Meaning
is a ministry of
Mennonite Church Manitoba



To Whom It May Concern . . . That's YOU!

Do you have energy? Are you enthusiastic? Are you good at using your imagination? Do you love kids? Do you love God and do you want to put that faith into practice? Do you want an opportunity to spend the summer in God's creation? Are you looking for a job that brings challenges and infinite rewards?

First time at Camp? Great!!

Were you "home grown" at camp? Wonderful!!

YOU (yes, YOU!) ARE INVITED to join the Camps with Meaning Summer 2010 Staff Team!!!

Team Members include . . .

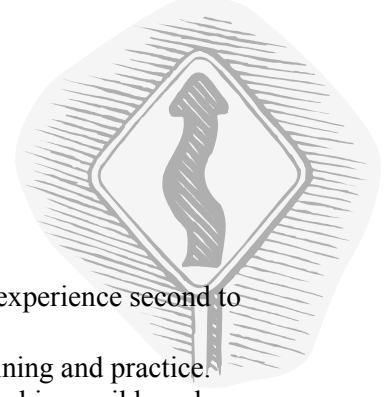
Summer Program Directors Bible Instructors Servant Leader in Training (SLT) Directors An integration Coordinator A Day Camp Director	Lifeguards Counselors (Jr and Sr) Activity Leaders: Wind surfing Canoeing Kayaking Nature Initiative Tasks Drama Ropes Course Wranglers Climbing Wall Archery Mt biking Crafts Servant Leader in Training & Jr Servant Leader in Training: (use separate application)	Nurses/Paramedics/ Health Officers Camp Pastors Kitchen Staff Maintenance Staff
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Sound good? If you have questions or concerns, or if you are ready to go . . . I look forward to meeting with you and talking about camp. I love camp and I am passionate about the staff that make it all happen!! Get your application in ASAP so we can place you at a camp, start planning for the summer and start counting the days until the beginning of the best summer EVER!!

Peace,

Kristy Letkeman
 Interim Program Director
 Camps with Meaning

Camp Is Good Because . . .



1. **You'll Grow!** Spending time at camp in ministry is a stretching and growing experience second to none! You might find yourself changed in exciting and surprising ways!
2. **Skill development!** You'll learn to work with children and youth through training and practice. And this is your chance to get trained and experienced in anything from wall climbing, sail boarding, ropes instructing, canoeing, etc. Please inquire about training opportunities when you apply! We'll help you get trained to instruct in your chosen area!
3. **Lasting Friendships:** You'll meet new friends and spend the summer developing relationships that will last! You'll discover your own quirks and you'll be introduced to hundreds of KIDS who can't wait to be your friend!
4. **Building God's People:** God calls us to serve. Camp ministry, in any role, is a great way to respond in gratitude for what God has done in your life. And you get to share that great news with many others.
5. **Camp work looks great on a Resume!** It's true! Ask any employer. The skills in working with others, community living, development of the whole person and the many skills that camp work requires are signs of a person of integrity and good character.

Who is Camps with Meaning?

CAMPS WITH MEANING is 3 camps!

ASSINIBOIA * MOOSE LAKE * KOINONIA

which are an extension of the congregational life of Mennonite Church Manitoba (MCM). We serve the MCM congregations and the larger community by providing facilities and Christian programs in settings close to nature. We reach out to kids and adults with mental and physical disabilities from across Manitoba, inner-city to rural. We invite campers to come and share a week of activities and community and to experience God's love. We reach out so that we can invite campers to life in Christ! At Camps with Meaning, lives are being transformed!

Summer Program Goals

To create an atmosphere conducive to

1. the discovery and nurture of a meaningful relationship with Jesus Christ and commitment to Him and His way of life.
2. affirming the worth of self and others, as well as developing skills in community living.
3. developing an appreciation for the natural environment, learning responsible stewardship of it and responding in worship to the God who created it.

Note to all staff working at Camp Moose Lake

Border Crossing Documentation: Staff and campers at Camp Moose Lake are taken to Roseau, MN for any medical emergencies. This has been the case for many years. New border crossing regulations are coming into effect in June. These regulations require that staff have one of the following pieces of ID: passport or enhanced identity card. In order to prevent any undue delay at the border during an emergency medical transfer, we are asking that all staff attending Camp Moose Lake have one of these pieces of ID. Staff who do not have the ID will not be allowed to work.

Application Information



Application Timeline: Applications accepted as of December 10'09, interviews will take place in March and contracts sent by April! Returning staff will be placed first until February 26, 2010. Apply early for the best selection of roles and camps!

Staff Placement Decisions: Staff are asked to indicate their preferred weeks and locations of service. Actual placement will be done by the Interim Program Director in consultation with summer leadership and year round staff, places staff where they are most needed and can best serve. Staff are asked to put the camping mission first by cheerfully accepting assignments or roles which are not their first choice. Returning staff are encouraged to offer weeks at several camps.

Koinonia Extreme Green Challenge Week Staff will be chosen based on their abilities and interests in wilderness camping.

Lifestyle Covenant: All applicants are asked to indicate their agreement with this covenant by signing in the appropriate box. Your signature is your word.

SECURITY CHECKS

All staff, whatever their age, are required to complete **Child Abuse Registry** and **Criminal Record** checks prior to their service. NO exceptions apply.

Instructions for completion:

Criminal record check:

Option 1: Camps Office: for persons 18 years and older only: through the services of the "BackCheck Company", the Camps office can obtain criminal record checks for applicants. Applicants must bring \$25 and the following ID to the office: (a) government issued photo ID, i.e., driver's license, passport or (b) government issued ID, e.g. birth certificate or Social Insurance card, and one other photo ID, e.g., student, Costco or transit card. You will be asked to complete the appropriate forms at the office. The Camp office will send in the forms.

Option 2: Complete a criminal record check at your local police or RCMP station and bring it to the interview. Most police charge for this service. Two pieces of ID will be required. NOTE: support staff may send their completed criminal record form to the office.

Option 3: If you had a criminal record check done for another agency within January or later of the current year, you may submit a copy of the official results.

Child Abuse Registry (CAR) Check:

Option 1: For staff having in-person interviews, e.g., counselors, activity leaders. Bring 2 of the following pieces of ID: driver's license, SIN, Band/status, passport or birth certificate, MHSC. Complete CAR form at the interview.

Option 2: For staff having phone interview, e.g., support staff: Complete the CAR form with the assistance of a pastor or Commissioner of Oaths and return to Camps with Meaning for completion. We will send form and instructions.

Financial Information

Spirit of Service: Camp work is "voluntary service" in that the remuneration received cannot match the effort required to perform faithfully. All staff are asked to volunteer their first week of service. This will usually be Staff Training Week, provided that all sessions are attended. Staff are

also welcome to volunteer additional weeks. There are three ways for summer staff to receive honorarium for their weeks of summer work at camp.

1. Home Church Sponsorship: The MCM churches gave birth to *Camps with Meaning* and continue to support it. Please ask your home church to sponsor your honorarium. **Consider options 2 and 3 if this is not possible.**

2. Private Sponsorship: Staff who will not be paid by their home congregation are invited to gather sponsorships according to the Camps with Meaning sponsorship guide. Sponsorships may be raised up to the suggested rates as listed below. Please inquire.

3. Camps with Meaning Sponsorship: CwM provides honoraria for summer leadership staff and also for some Senior staff who are not sponsored by their home church, to the extent funds are available. Please request CwM sponsorship on application form under "Honorarium" if you require this type of assistance to make camp work possible. You will be contacted regarding this request.

4. Rates:

CATEGORY	DESCRIPTION	RATE	SOURCE
Sr. Counselor	Completed 1st Year College or equivalent	\$290/week	Home Church or CwM Sponsorship
Counselor	Completed Gr. 12	\$245/week	Home Church or Private Sponsorship
Jr. Counselor	Completed SLT but not Gr. 12	\$170/week	Home Church or Private Sponsorship
Support Staff	Volunteer		

Applicant Categories and Instructions

Section A: SUPPORT STAFF

Cooks, Kitchen Help, Maintenance, Camp Pastor, Nurse/Health Officer, Childcare Workers

Whether serving for one week or several, support staff are essential to the ministry of our camps. We depend on the gracious spirit of the mature staff who bring to the community wisdom and encouragement. Your contribution is immeasurable.

Job Description: Specific descriptions are listed on the back of "Section A" reference form. Support staff are warmly invited to become involved in the program to the extent that their duties allow, e.g., joining in the singing times.

Accommodations: Shared accommodations are available on site if required. Support staff are invited to consider bringing their own (potentially more comfortable) housing to camp in the form of trailers or RVs (not applicable at Moose Lake). Let us know if this is possible for you!

Hours of Work: If you require shortened days or other considerations to make it possible to serve, please let us know.

Child Care is available for children between ages 3-11. Please contact the office for details. Parents who wish their children to be campers must register their children and pay the regular fee. These parents are asked to keep visiting and contact with their campers to a minimum during the camp session and to check with the summer program director before initiating any extra contact they feel is needed. Camper cabins are off limits to parents without prior clearance. Parents serving as staff are asked not to bring their children 12 years or older unless the camp has roles for them, e.g., helping with childcare.

Orientation: Pre-summer orientation will consist of written materials provided in advance. Pastors will receive a call a week prior to serving. Orientation for nurses/health officers will be held during Staff Training Week. Orientation for food and maintenance staff will take place at camp on the Sunday afternoon meeting.

Phone Interviews: Our commitment to security and our desire to provide an individual welcome require that each support staff receive a brief telephone interview. The interview will include a welcome, confirmation of dates, review of role, accommodation, and family members attending. We will also ask why you have chosen to volunteer at camp, whether there is any special gift you have to offer the program and if there are any concerns we should have about you working in a context where there are vulnerable persons.

SECURITY CHECKS -

Returning Kitchen Staff, Maintenance Help, Camp Pastors:

Due to a review of security policies, the former exemption from annual security checks no longer applies. Thank you for your understanding.

Section B: NEW

Activity Leaders, Counselors, Summer Leaders

&

Section C: RETURNING

Activity Leaders, Counselors, Summer Leaders

JOB DESCRIPTION SUMMARIES

COUNSELOR - CHILDREN AND YOUTH-- There are 8 campers and two staff per cabin unit. The counselor takes full responsibility for the group, including the health, safety and acceptance of each camper in the cabin. The counselor will lead daily devotionals, encourage cabin unity; maintain cabin housekeeping; encourage personal hygiene; promote good manners; plan free-time activities; take a personal interest in each camper's growth (spiritual, social, emotional, etc.); encourage camper participation in the program and contribute to other program aspects as requested.

COUNSELOR – ADULTS WITH DISABILITIES – Duties are similar to above. In addition, staff will assist with personal needs as required, e.g. showering, assisting with toilet procedures, assisting with feeding.

ACTIVITY LEADERS - Persons with appropriate skills will be assigned to implement the following programs in a creative and skilful manner: ropes, canoeing, archery, nature, crafts, sport climbing, mountain biking, boardsailing. These staff will be required to take appropriate training and prepare thorough lesson plans. Additional staff will be placed as lifeguards and wranglers. New for '90: Activity leaders will also be assigned as the second counselor for a cabin.

INTERVIEW PREPARATION

We interview all B & C staff. Upon receipt of your application you will be called to arrange an interview. Please bring two or more pieces of identification to the interview: driver's license, birth certificate, social insurance card, Manitoba health card.

SUMMER STAFF TRAINING

All B & C staff must attend Staff Training Week to get the "big picture" of camp, to learn relevant skills, to build staff unity, and to be encouraged for the challenge of the summer. Details will follow.

CAMPS WITH MEANING LIFESTYLE COVENANT

Camps with Meaning is a ministry of the churches of Mennonite Church Manitoba (MCM). MCM bases its beliefs and practices on Anabaptist/Mennonite theology. Each member of the staff is an ambassador of and a representative of the conference (MCM) that supports Camps with Meaning. MCM asks all persons to follow the rules and regulations outlined by Camps with Meaning. These guidelines take into account the safety, health and enjoyment for all campers and staff.

A life of Christian discipleship is central to the ministry of Camps with Meaning. This lifestyle is based on Biblical values of love, listening to and following the will of God and willingness to live in community. **Failure to follow any these guidelines could be grounds for dismissal.**

Staff and volunteers will:

- have a meaningful relationship with Jesus Christ
- be committed to the Christian faith and life of service as modelled by Christ
- be ready to identify with and participate in the life and activity of a Christian camp community
- possess the personal, emotional and vocational resources needed for creative work in a demanding setting
- be willing to be responsible to the group, accepting the disciplines of a community working towards a common goal
- demonstrate commitment to work at problems of human relationships with honesty and openness
- avoid gossip and bring concerns about a person directly to that person's attention
- respect leadership
- demonstrate Christian lifestyle at all times, whether at camp or on leave
- work towards the program goals of the camp and abide by camp policies as stated in the Staff Manual
- respect the natural environment, protecting it for use of future generations

The following behaviours are not in keeping with our philosophy of ministry, or with the ministry of MCM. Participating in them at any point during the summer camping program could be grounds for dismissal:

- use of violence, physical or verbal
- use of illegal drugs
- participation in sexual intercourse outside of marriage; viewing pornographic material
- participation in abuse or harassment of other persons, whether physical, emotional or sexual, and whether on site or off site
- consumption of alcohol at camp; irresponsible use of alcohol away from camp
- any verbal or non-verbal sexual behavior with campers; dating with campers

In addition, smoking or the use of profane language are unacceptable. Staff are encouraged to think carefully about the image that they portray on Facebook (or other such types of communication), and the extent of their profile that they are allowing others to see, if they are accepting campers as "friends" to their profile. Staff are encouraged to give thoughtful consideration to the books and music they bring to camp to ensure they represent the spirit of these guidelines.

CAMPS WITH MEANING STATEMENT OF FAITH (from Confession of Faith in a Mennonite Perspective)

We believe in God the Creator of all, who has called forth a people of faith. We believe in Jesus Christ, the Word become flesh, crucified and resurrected for us. He is our Saviour from evil and sin, our peace and the exalted Lord of the church. And we believe in the Holy Spirit, the source of redemption and life.

We who respond to Christ in faith are his church, the community called to proclaim and to be a sign of the kingdom of God, the new people sustained by Scripture and Spirit. Thus we continue the mission of Christ, making disciples, forgiving, restoring, baptizing believers, sharing the Lord's Supper, using our gifts in unity and love.

We commit ourselves to follow Jesus Christ, in his path through suffering to life. By grace we are being changed into the image of God, in which God created women and men. As faithful disciples, we hear Christ's call to life in the Spirit in relation with God, to chastity, stewardship, love for the enemy, to the practice of justice and peace.

KEEP PAGES PRIOR TO REGISTRATION FORM FOR YOUR OWN INFORMATION!



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 Winnipeg MB R3P 2J1
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 www.campswithmeaning.org

2010
CAMPS WITH MEANING
 ASSINIBOIA * MOOSE LAKE * KOINONIA

Kristy's New! But who
 are you?
 Please add photo of
 self

PERSONAL INFORMATION

Name in full: _____ Gender: Male Female
 Email address _____ SIN _____ Cell Phone: _____
 Present Mailing Address (until when _____): (Street/Box) _____ (City) _____
 (Pr) _____ (Postal Code) _____ Home Phone: _____ Work Phone: _____
 Permanent Mailing Address: (Street/Box) _____ (City) _____
 (Pr) _____ (Postal Code) _____ Home Phone: _____ Work Phone: _____
 Health Insurance No. (6 AND 9 digit) _____ and _____
 Will you be 18 years of age by July 1? ___ By Aug 31? ___ If the latter, when is your birthday _____
 Present Occupation _____ Church attended: _____ Member? (Y/N) _____

CAMPS WITH MEANING SUMMER SCHEDULE**

Staff are asked to indicate their available weeks of service below. In the interests of fulfilling the mission of Camps with Meaning, staff will be assigned at the camp and sessions where they can best serve, based on gifts, skills and age requirements. All staff are expected to be willing to accept several weeks' assignment at a camp other than their first choice. Staff may indicate below their degree of interest in serving at more than one camp.

AVAILABLE?	WEEK	DATES
Yes No	1	June 27 - July 2
	2	Staff and On Site training July 4 -11
	3	July 11 - 17
	4	July 18 - 24
	5	July 25 - July 31
	6	August 2 - 7
	7	August 8 - 14
	8	August 15 - 21
	9	August 22 - 28

___ I am interested in spending most of my weeks at
 Camp _____

___ I would like to split my time between Camp
 _____ and
 Camp _____

___ I have an interest in the following types of sessions:
 ___ younger children ___ older children
 ___ Adults with disabilities ___ teens
 ___ other: _____

****NOTE:** Detailed calendar of sessions for each camp
 available on website

HONORARIUM -

- I understand that the first week of service is voluntary and I will not be paid.
- I wish to volunteer my remaining weeks.
- I will approach my church for sponsorship for _____ weeks at \$ _____ /week for a total of \$ _____
- I am prepared to approach private sponsors to secure a total of \$ _____ . (Staff seeking sponsors must use a CwM sponsorship kit.)
- I request Camps with Meaning sponsorship for a total of \$ _____ .

ALL STAFF PLEASE COMPLETE- ASSIGNMENT REQUESTS
 Mark, in order of preference from highest (#1) to lowest (#5)- MARK ONLY 5.

Leadership

- ___ Summer Program Director
- ___ Assistant SPD
- ___ Bible Instructor
- ___ SLT Director
- ___ Integration Coordinator
- ___ Out-trip Leader
- ___ Day Camp Director

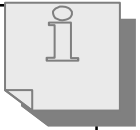
Staff

- ___ Counselor for Children
- ___ Counselor for Youth
- ___ Archery Instructor
- ___ Board Sailing Instructor
- ___ Canoeing Instructor
- ___ Mountain Biking Instructor
- ___ Climbing Wall Instructor
- ___ Kayaking Instructor
- ___ Life Guard
- ___ Nature Instructor
- ___ Ropes Instructor
- ___ Wrangler
- ___ Initiatives Instructor
- ___ Crafts Instructor

Support Staff

- ___ Cook
- ___ Maintenance
- ___ Kitchen Help
- ___ Camp Pastor - roles preferred:
 teacher preacher
 storyteller shepherd
- ___ Nurse/Health Officer (please
 attach photocopy of license, CPR)

SECTION A: SUPPORT STAFF
COOKS, KITCHEN HELP, MAINTENANCE, PASTORS, NURSES/HEALTH OFFICERS
and CHILDCARE



NOTE: If you served with us last summer, you may update your application by calling the office instead of sending in this form.

PLEASE ENSURE THAT YOU HAVE COMPLETED THE SECTION ENTITLED “ASSIGNMENT REQUESTS” (previous page). CHECK ONLY ONE.

INFORMATION: Please list previous camp experiences here (roles, etc.)

What position are you applying for and what experience do you have in this role?

Do you have any physical limitations or medical conditions which will affect your work? If so, please describe.

Is your spouse coming? yes no If yes, spouse's name _____

* If yes, role desired by spouse. _____

* Can you bring accommodation (camper/tent trailer or RV)? yes no

* Do you wish to bring children? Yes no . If so, please state names and ages of children you wish to bring. (See note on cover pages regarding childcare)



REFERENCES: Please write the name, address and telephone number of two references in the space below. Provide them with a copy of the appropriate reference form (Section A) and ask them to return the form directly to Camps within one week. Camp pastor applicants: Please include the chairperson of your congregation as one of your references.

Nurses/Health Officers: please attach copies of nursing license (LPN, RN, BN) or paramedic license, and also First Aid/CPR.

Note: Reference forms are not required if you have worked at camp in the past two summers.

Name	Address (town/City only)	Telephone (home/work)
_____	_____	_____
_____	_____	_____

PHONE INTERVIEWS: As explained on cover pages, each support staff will receive a brief telephone interview. Please indicate when you can be reached.

Daytime: From _____ to _____ at (Ph #) _____

Evening: From _____ to _____ at (Ph #) _____

Weekend: From _____ to _____ at (Ph #) _____

CAMPS WITH MEANING LIFESTYLE /STATEMENT OF FAITH

I have read the Camps with Meaning Lifestyle Covenant /Statement of Faith. I am willing to uphold the content and spirit of these guidelines. I am in agreement with the Camps with Meaning Statement of Faith. I have also read and agree to abide by the job description (see back of Reference Form). I grant Camps with Meaning permission to follow up on references and all other information submitted and to keep a file containing all gathered information and forms.

Signature: _____ Date: _____

SECTION B: NEW STAFF
ACTIVITY LEADERS, COUNSELORS, LEADERS, ETC.

CAMP HISTORY

Camp _____	Role _____	Years _____
Camp _____	Role _____	Years _____
Camp _____	Role _____	Years _____

EDUCATION HISTORY

Institution	Program	Highest Gr. Completed
_____	_____	_____
_____	_____	_____
_____	_____	_____

EMPLOYMENT & VOLUNTEERING

Position	Employer	Dates
_____	_____	_____
_____	_____	_____
_____	_____	_____

SPECIAL TRAINING Please check any of the following special qualifications which you have:

<input type="checkbox"/> Lifeguard*	<input type="checkbox"/> Climbing Wall	<input type="checkbox"/> Servant Leader in Training
<input type="checkbox"/> First Aid*	<input type="checkbox"/> Ropes Course	<input type="checkbox"/> Scout or Guide
<input type="checkbox"/> CPR	<input type="checkbox"/> Music, Dance, Art	<input type="checkbox"/> Leadership Training
<input type="checkbox"/> Swimming	<input type="checkbox"/> Babysitting Course	<input type="checkbox"/> Other (please specify) _____

* Lifeguards, please attach copies of lifeguard and first aid certificates.

INFORMAL ROLES DESIRED

(Check all that apply)

<input type="checkbox"/> Leading large group games	<input type="checkbox"/> Decorating	<input type="checkbox"/> Volleyball
<input type="checkbox"/> Leading rainy day activities	<input type="checkbox"/> Storytelling	<input type="checkbox"/> Soccer
<input type="checkbox"/> Planning special events	<input type="checkbox"/> Skits / drama	<input type="checkbox"/> Still photography
<input type="checkbox"/> Leading singing	<input type="checkbox"/> Guitar Playing	<input type="checkbox"/> Video Photography
	<input type="checkbox"/> Basketball	<input type="checkbox"/> Other (please specify) _____
	<input type="checkbox"/> Informal crafts	

REFERENCES: List 3 references who know you well enough to give an objective evaluation of your character, abilities and work habits as they apply to working with children. Do NOT include relatives. Try to include the categories of reference listed below. If such persons are not available, please indicate whom you have substituted.

Remove the appropriate reference form (Section B) and distribute copies to 3 references. Ask them to send it directly to the Camps with Meaning office within one week. Include with the reference an addressed, stamped envelope for their convenience.

Employer / Adult Friend	Co-worker / Friend	Pastor
Name _____	_____	_____
Phone _____	_____	_____

ADDITIONAL QUESTIONS - Please answer separately.

1. Provide a résumé of not more than 1 page covering your education, employment, volunteering and interests.
2. What is your faith story? Describe the development of your relationship with Jesus. You may include faith questions you have.
3. What experience do you have sharing your faith with others? How does your daily living reflect your walk with Jesus?
5. What experience do you have working with children?
6. Why do you want to work at camp?
7. What are your personal and ministry goals for this summer? For after summer?
8. Please indicate when you would be available for an interview (days/times) e.g. Sat aft. (Please list a no. of dates). _____

CAMPS WITH MEANING LIFESTYLE /STATEMENT OF FAITH

I have read the Camps with Meaning Lifestyle Covenant /Statement of Faith. I am willing to uphold the content and spirit of these guidelines. I am in agreement with the Camps with Meaning Statement of Faith. I have also read and agree to abide by the job description (see cover page). I grant Camps with Meaning permission to follow up on references and all other information submitted and to keep a file containing all gathered information and forms.

Signature: _____ Date: _____

SECTION C: RETURNING STAFF
ACTIVITY LEADERS, COUNSELORS, LEADERS, ETC.

CAMP HISTORY

Camp _____ Role _____ Years _____
 Camp _____ Role _____ Years _____

EDUCATION HISTORY

Institution	Program	Highest Gr. Completed
_____	_____	_____
_____	_____	_____
_____	_____	_____

EMPLOYMENT & VOLUNTEERING

Position	Employer	Dates
_____	_____	_____
_____	_____	_____
_____	_____	_____

SPECIAL TRAINING Please check any of the following special qualifications which you have:

- | | | |
|-------------------------------------|---|---|
| <input type="checkbox"/> Lifeguard* | <input type="checkbox"/> Climbing Wall | <input type="checkbox"/> Servant Leader in Training |
| <input type="checkbox"/> First Aid* | <input type="checkbox"/> Ropes Course | <input type="checkbox"/> Scout or Guide |
| <input type="checkbox"/> CPR | <input type="checkbox"/> Music, Dance, Art | <input type="checkbox"/> Leadership Training |
| <input type="checkbox"/> Swimming | <input type="checkbox"/> Babysitting Course | <input type="checkbox"/> Other (please specify) _____ |

* Lifeguards, please attach copies of lifeguard and first aid certificates.

INFORMAL ROLES DESIRED
(Check all that apply)

- | | | |
|---|--|---|
| <input type="checkbox"/> Leading large group games | <input type="checkbox"/> Decorating | <input type="checkbox"/> Volleyball |
| <input type="checkbox"/> Leading rainy day activities | <input type="checkbox"/> Storytelling | <input type="checkbox"/> Soccer |
| <input type="checkbox"/> Planning special events | <input type="checkbox"/> Skits / drama | <input type="checkbox"/> Still photography |
| <input type="checkbox"/> Leading singing | <input type="checkbox"/> Guitar Playing | <input type="checkbox"/> Video Photography |
| | <input type="checkbox"/> Basketball | <input type="checkbox"/> Other (please specify) _____ |
| | <input type="checkbox"/> Informal crafts | _____ |

REFERENCES:

- a) List two references who know you well enough to give an objective evaluation of your character, abilities and work habits as they apply to work with children. Do NOT include relatives.
- b) Remove the appropriate reference form (Section C) and give it to a member of your church leadership as listed under "Pastor" heading. You will be expected to meet with this person to complete this reference requirement.

Employer, Teacher or Adult Friend	Pastor/Youth Pastor/Sponsor
Name _____	_____
Phone _____	_____

ADDITIONAL QUESTIONS - Please answer on separate sheet of paper.

1. Please describe your faith journey since you last worked at camp
2. How does your daily living reflect your walk with Jesus?
3. Why do you want to return to camp this summer?
4. What did you learn about your strengths and weaknesses last summer at camp? How will you apply this knowledge?
5. Based on your experience, why would you encourage your friends to work at camp?
6. What are your goals for this summer for yourself and for the camping mission?
7. Please indicate when you would be available for an interview (days/times), e.g., Sat aft. (Please list a no. of dates) _____



CAMPS WITH MEANING LIFESTYLE /STATEMENT OF FAITH

I have read the Camps with Meaning Lifestyle Covenant /Statement of Faith. I am willing to uphold the content and spirit of these guidelines. I am in agreement with the Camps with Meaning Statement of Faith. I have also read and agree to abide by the job description (see cover page). I grant Camps with Meaning permission to follow up on references and all other information submitted and to keep a file containing all gathered information and forms.

Signature: _____ Date: _____



Mennonite Church Manitoba

Camps with Meaning

Moose Lake * Assiniboia * Koinonia

200-600 Shaftesbury Blvd, Winnipeg MB R3P 2J1
Ph: (204) 896-1616, Fax: (204) 832-7804;
E: camps@mennochurch.mb.ca; www.campswithmeaning.org

CONFIDENTIAL REFERENCE FOR SECTION A: SUPPORT STAFF

Please answer the following questions to the best of your ability based on your knowledge of the applicant and the job. Note the staff qualifications and job description on overleaf. Please return to Camps with Meaning within one week.

APPLICANT'S NAME (last) _____	(first) _____
POSITION DESIRED _____	
REFERENCE'S NAME _____	PHONE NO. _____
ADDRESS _____	

1. How long and under what circumstances have you known the applicant? _____

2. How well does the applicant suit the job description? (see reverse). ___ well ___ not well (Please comment):

3. Judgement Skills: The applicant:

- ___ makes excellent decisions ___ makes good decisions ___ makes poor decisions
- ___ makes decisions with the "big picture" in mind
- ___ makes decisions with limited consideration of the "big picture"

4. Stress Management: The applicant:

- ___ deals assertively to alleviate stress; ___ notices others' stress and helps where possible
- ___ avoids dealing with stress ___ is easily overwhelmed or "stressed out"
- ___ is relaxed and not easily "stressed out"

5. What special contributions will the applicant bring to the camp program and/or community?

6. Are there any characteristics which might reduce the effectiveness of the applicant in the camping program? If yes, please explain. ___ yes ___ no

7. To your knowledge, does the applicant have any proclivity toward child or sexual abuse? ___ yes ___ no

Comments: _____

8. For Camp Pastor References only: does the congregation endorse this person as their representative to the staff ministry at camp? ___ yes ___ no Comments: _____

9. Do you recommend this applicant as a staff member on our summer staff team? ___ yes ___ no

Comments: _____

10. Additional comments: (suggestions for directing the applicant and comments re: job description are helpful).

Signature _____ Date _____

OUR PURPOSE

Camps with Meaning is a ministry of the congregations which make up the Mennonite Church Manitoba. It serves these congregations and the larger community by providing facilities and Christian programs in settings close to nature. We strive to create an atmosphere conducive to:

1. The discovery and nurture of a meaningful relationship with Jesus Christ and commitment to Him and His way of life.
2. Affirming the worth of self and others, as well as developing skills in community living.
3. Developing an appreciation for the natural environment, learning responsible stewardship of it and responding in worship to the God who created it.
4. Our beliefs and practices arise from our Anabaptist perspective on the Christian faith. Our primary goal is to further the Kingdom of God.

JOB DESCRIPTION SUMMARIES

ALL STAFF QUALIFICATIONS - Camp staff will display

- professing an active Christian faith, with a lifestyle that reflects this
- spiritual and emotional maturity
- high standards of personal integrity
- genuine love and concern for children
- understanding of and agreement with camp aims and program philosophy
- willingness to serve and to perform tasks beyond those assigned
- rapport with campers and peers
- ability to anticipate and engage campers' interests
- physical stamina and physical capability to perform the duties assigned

COOKS

- the Head Cook is accountable to the Food Services Coordinator for all matters relating to following menu, food preparation, supervision of staff, clean-up, etc.
- cooks should have experience in cooking for large groups, be in good health and be able to get along with others
- duties include food preparation, serving, cleaning, taking care of left-overs
- NOTE: menu planning and ordering is taken care of by the Food Services Coordinator
- work hours are 8-10 hours per day.

MAINTENANCE HELP

- are responsible to the Resident Manager (Koinonia, Moose Lake) or Maintenance Coordinator (Assiniboia). Must be able to work with some independence
- tasks include painting, mowing, trail clearing, minor repairs, cleaning buildings, cutting firewood

CAMP PASTOR

- is accountable to the summer Program Director
- should be able to relate with young adults and campers and should be a minister or lay person recognized by their congregation as having pastoral gifts
- will act as "Encourager and Friend" to the Counselors and Year Round Staff
- will pray for the staff, campers and program
- will provide meaningful daily devotions for staff in consultation with SPD
- will be available to offer advice to camp staff as they counsel campers

NURSE/HEALTH OFFICER

- is responsible to the Summer Program Director
- is responsible for safety, emergency and health care of campers and staff
- reviews camper health forms at registration and informs staff as needed of medical needs
- ensures that campers take their medication and assist where needed

CHILD CARE WORKER

- provide care to 1 or more children of summer camp staff
- keep children safe and engage them in enjoyable activities
- consult with parents



**Mennonite
Church
Manitoba**

Camps with Meaning

Moose Lake * Assiniboia * Koinonia

200-600 Shaftesbury Blvd, Winnipeg MB R3P 2J1
Ph: (204) 895-2267, Fax: (204) 832-7804;
E: camps@mennochurch.mb.ca; www.campswithmeaning.org

CONFIDENTIAL REFERENCE for SECTION B: NEW STAFF (activity leaders, counsellors, leaders, etc.)

Please answer the following questions to the best of your ability based on your knowledge of the applicant and the job. Note the staff qualifications and job description on overleaf. Please return to Camps with Meaning within one week.

APPLICANT'S NAME (last) _____	(first) _____
POSITION DESIRED _____	
REFERENCE'S NAME _____	PHONE NO. _____
ADDRESS _____	POSITION _____

1. How long and under what circumstances have you known the applicant? _____

2. How well does the applicant suit the job description? (See reverse) ___ very well ___ well ___ not well Comments: _____

3. Have you seen the applicant working with children or teens in a leadership role? ___ yes ___ no Comments: _____

For questions 4-7: check all that apply.

4. Social Skills: The applicant is
 liked well liked
 tolerated by others sought by others avoided by others.

5. Social Influence of/on peers: The applicant:
 is a good influence is a negative influence
 has no influence on peers is influenced positively by peers
 is influenced negatively by peers is not easily influenced by peers.

6. Judgement Skills: The applicant:
 makes excellent decisions makes good decisions makes poor decisions
 makes decisions with the "big picture" in mind
 makes decisions with limited consideration of the "big picture"

7. Stress Management: The applicant:
 deals assertively to alleviate stress notices others' stress and helps where possible
 avoids dealing with stress is easily overwhelmed or "stressed out"
 is relaxed and not easily "stressed out"

8. What special contributions will the applicant bring to the camping program and/or community?

9. Are there any characteristics which might reduce the effectiveness of the applicant in the camping program? If yes, please explain.
 ___ yes ___ no

10. To what extent does the applicant use alcohol?
 frequent use moderate use occasional use rare use no use

11. Does the applicant use drugs? ___ yes ___ no

12. To your knowledge, does the applicant have any proclivity toward child or sexual abuse? ___ yes ___ no

Comments:

13. Additional comments: (suggestions for directing the applicant and comments re: job description are helpful).

14. Please rate the applicant on the characteristics below using the following scale: 1: above average 2: satisfactory 3. not a strength (please comment in space provided)

CHARACTERISTIC	RATING	COMMENTS
Communication skills	1 2 3	
Theological insight	1 2 3	
Integrity	1 2 3	
Relational skills	1 2 3	
Dependability	1 2 3	
Initiative	1 2 3	
Creativity	1 2 3	
Use of time	1 2 3	
Self confidence	1 2 3	
Team work	1 2 3	

Signature _____ Date _____

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JOB DESCRIPTION SUMMMARIES

QUALIFICATIONS FOR ALL STAFF:

- an active Christian faith, with a lifestyle that reflects this
- high standards of personal integrity
- understanding of and agreement with camp aims and program philosophy
- rapport with campers and peers
- physical stamina and physical capability to perform the duties assigned
- spiritual and emotional maturity
- genuine love and concern for children
- willingness to serve and to perform tasks beyond those assigned
- ability to anticipate and engage campers' interests

COUNSELORS:

- live in a cabin with 8 campers
- assume responsibility for the health and welfare of campers entrusted in his/her care
- assume responsibility for leadership and guidance to the campers in daily living, including the building of community in the cabin
- interpret the Christian faith to the campers through living and learning experiences and encourage spiritual growth
- serve as a positive Christian model to campers in language, actions and attitudes
- organize and lead daily devotions with the cabin group

ACTIVITY LEADERS: Will instruct children in one of the following skill areas in safe, responsible, engaging manner: canoeing, ropes, archery, nature, sport climbing, mountain biking, boardsailing, kayaking, crafts, lifeguard, wrangler



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SECTION C APPLICANT REFERENCES: RETURNING STAFF (activity leaders, counsellors, leaders)

COVER LETTER

Instructions to Returning Staff

- Please provide this form to your Pastor, Youth Pastor or Youth Sponsor. (If you are unable to find someone in such a role, please contact the camp office.)
- Please fill in the blanks below before handing this form to your reference.
- Please explain your request to meet with your reference and plan a date and time when you hand this form to them.
- NOTE: Your application will not be considered complete until this reference has been completed.

Dear Pastor, Youth Pastor or Youth Sponsor _____

name

_____ is applying to work at Camps with Meaning again this summer. All returning staff are

Applicant's name

required, as part of the application process, to meet with a leader in their congregation.

This meeting will serve several purposes. Firstly, it serves as a reference for this staff person. It is also intended to help camp staff make connections with the congregation which is sending them into this ministry. We want this to provide you with an opportunity to hear about their passion and excitement for the camp ministry. And, hopefully, this meeting will help the staff person to sense the support from home as they prepare to go to camp.

This meeting does not need to be a formal time of filling out forms and collecting information. Rather, it can take the shape of a conversation in which you encourage the staff person to share their summer ministry vision with you. I have included in this letter a list of topics you might choose to cover in conversation, but you are not limited to this list. Please take this opportunity to explore with this staff person.

Please Note: The application of returning staff will not be considered complete until you have submitted the attached reference note.

Feel free to contact this staff person and plan a time to meet.

Thank you for your willingness to help, and I look forward to hearing from you. The applicant can be reached at: _____

Sincerely,

Kristy Letkeman

Interim Program Director of Camping Ministries

SEE OVER FOR REFERENCE
INSTRUCTIONS

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**CONFIDENTIAL REFERENCE for SECTION C:
RETURNING STAFF (activity leaders, counsellors, leaders)**

Instructions for completion of this form:

This form can be used in one of two ways. Following your conversation with the applicant, either:

1. Complete the following and mail/fax it to the Camps with Meaning office

OR

2. Phone or email your comments/endorsements of the applicant to the Camps with Meaning office. (email to kletkeman@mennochurch.mb.ca or phone Kristy Letkeman – 885-2565, ext 254)

Possible discussion topics:

- Recent spiritual growth and development
- Struggles/challenges in the past year, faith related, other
- Motivation to return to camp
- How can the church support you?
- What might you bring to the church after your summer ministry experience?

Pastor's Comments:

Please use the space below to comment on the suitability of the applicant to participate in camp ministry. Note any significant concerns or joys.

Do you recommend _____ to return to camp ministry this summer?
the applicant

Yes (comments): _____

No (comments): _____

Signature of person completing this form: _____

Name and Role (Pastor, Youth Pastor, Sponsor, etc): _____

Phone Number: _____ Date _____