

# Calvin Camp Staff Application Due by April 24, 2018

Personal Information: (Please print)

Last Name		First Name	Date of Birth
Address		City	State Zip
Home Phone	Cell Phone	E-mail address you will use this summer	
Church		School (if attending)	

Emergency Contact Information:

Name	Address	Phone
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Position Applying For: (A list of positions, job requirements & descriptions is provided on page 3)

Week 1: July (8) 9 - 14 Week 2: July (15) 16 - 21

1<sup>st</sup> position of interest \_\_\_\_\_

2<sup>nd</sup> position of interest \_\_\_\_\_

**( ) indicates mandatory staff report day**

References: (First-year applicants must also submit a letter of recommendation.)

Name	Address	Phone
Name	Address	Phone
Name	Address	Phone

## Background Information/Certification

Have you used illegal drugs in the past 12 months? \_\_\_\_\_

Have you ever been convicted of a criminal offense? \_\_\_\_\_

Have you ever been charged with child neglect or abuse? \_\_\_\_\_

(If you answered "Yes" to any of these 3 questions, please explain on the backside.)

Please check if you have any of the following certifications and include the expiration date:

C.P.R.	___	_____
First Aid	___	_____
Lifeguard Certification	___	_____
Hunter Safety	___	_____

T-shirt size: **S**    **M**    **L**    **XL**    **XXL**  
(See page 2)

I understand that the information that I have provided may be verified, if necessary, by contacting persons or organizations names in this application concerning me. I hereby release and hold harmless from liability any person or organization that provides information. I agree to hold harmless the chartered organization, Calvin Camp, and the board members, employees, and volunteers thereof.

In signing this application, I affirm that the information I have given is true and correct.

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Electronic Signature

Date

ALL CAMP STAFF APPLICANTS:

1. **“About You”**: Calvin Camp is an opportunity for you to disciple children. On a separate page, please share your personal relationship with the Lord. In addition, please list all previous opportunities you have had to disciple children in the age group/groups for which you are applying. This may include babysitting, sports camps, previous camp experience, children’s’ ministry, mission trips, etc. Also, please tell us why you want to work at Calvin Camp and what makes you qualified to do so.
2. You will be expected to report on time on the staff-reporting day and stay until all campers have departed on the last camp day of the week(s) you are working.
3. Required Training for all Staff: Wednesday, June 3<sup>rd</sup> 6:30-9:00pm, or Wednesday, June 17<sup>th</sup> 6:30-9:00pm – you must be available to attend one of these two sessions. Dinner will be provided. The June 3<sup>rd</sup> session will begin right after camp physicals. Plan to come at 6:00pm for a physical so you don’t have to schedule an appointment with your doctor.

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Complete application and **“About You”** information, then email to [CalvinCampStaff@gmail.com](mailto:CalvinCampStaff@gmail.com)

After receiving your application, recommendation letter (1<sup>st</sup> year staff only), and “About You” information, you will be contacted via email for an interview either in person or via Skype.

(See page 3 for job descriptions.)

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For Camp Staff Use Only: Interview Scheduled yes \_\_\_\_\_ no \_\_\_\_\_ Date \_\_\_\_\_

## Position Descriptions

**Counselor:** Must be at least 18 years of age. Supervise campers in daily activities; plan nightly cabin devotions; supervise daily cabin cleanup; assist campers in creating a skit for Talent Night. Counselors are needed based on the number of campers we are serving each week. There are typically 8 campers per counselor.

**Archery Instructor:** Must be at least 18 years of age and CPR certified. Supervise archery range; instruct campers in use of bow and arrow; maintain and repair equipment. One archery instructor is needed each week.

**Bible Leader:** Must be at least 18 years of age. Plan daily Bible lessons for campers using prepared materials; lead daily Bible lessons. Two Bible leaders are needed each week.

**Camp Hand:** Must be at least 16 years of age. Answer to Camp Director and assist with camp program, cleanup, and maintenance. Two camp hands are needed each week.

**Cook:** Must be at least 21 years of age. Work with Calvin Camp Board to create menu compliant with state regulations; prepare meals in timely manner for up to 100 people. One cook is needed each week.

**Cook's Helper:** Must be at least 18 years of age. Assist with meal preparation, cooking and cleanup. Up to two helpers are needed each week.

**Craft Leader:** Must be at least 16 years of age. Supervise and instruct campers in creating daily crafts and projects. One craft leader is needed each week.

**Lifeguard:** Must be at least 18 years of age and have Advanced Lifesaving and CPR Certifications. Supervise pool, instruct campers in safe use of pool; design and implement pool games for campers. One lifeguard is needed each week.

**Nurse:** Must be at least 21 years of age and have current RN, LPM, EMT or Advanced Lifesaving certification. Be on call to provide first aid to campers and staff. Store, dispense and document medications for campers and staff. One nurse is needed each week.

**Riflery Instructor:** Must be at least 18 years of age and have current Hunter Safety and CPR certifications. Supervise shooting range, instruct campers in gun safety and handling, clean and repair equipment. One riflery instructor is needed each week.

**Ropes Course Supervisor:** Must be at least 16 years of age. Develop and run daily "team-building" games and activities on ropes course. Must be CPR certified. One game leader is needed for each week.

**Videographer/Photographer/Social Media:** Must be at least 16 years of age. Photograph and video camp activities and create a video of the week's events to be put on a DVD for campers. Post daily activities to the Calvin Camp Facebook page.



Background Investigation Unit  
1575 Sherman St. 1<sup>st</sup> Floor  
Denver, CO 80203

**Please note:  
Fee increase to  
\$28.00 effective  
November 16, 2015.**

**FACILITY REQUEST FOR BACKGROUND INVESTIGATION  
IN THE CONFIDENTIAL CHILD ABUSE/NEGLECT DATABASE**

Send this request with a check or money order for \$28 payable to CDHS, BIU, and Records & Reports. Mail completed requests to 1575 Sherman St. 1<sup>st</sup> floor, Denver, CO 80203. **Incomplete or unsigned requests cannot be processed and will be returned. Do not send finger print cards. Cash payments will not be accepted.**

Please circle the reason for your request: Family Child Care Home, Child Care Center, Preschool, School Age Child Care Center, Day Treatment, Specialized Group Home, RCCF, Adoption (one form per couple), Foster Care (one form per couple), and Camp

The following facility information is completed by the Business Officer:

Facility Name: _____	CDHS License#: _____
Complete Address: _____	
Business Officer Name & Title: _____	Phone: _____
<u>List up to four other license numbers (less than 24 hour facilities only) where the employee works for this governing body:</u>	
CDHS License#: _____	CDHS License#: _____
CDHS License#: _____	CDHS License#: _____

(Please print legibly)

Full name of person to be checked: \_\_\_\_\_  
Maiden name and other names used: \_\_\_\_\_  
Birth date: \_\_\_\_\_ Sex: \_\_\_\_\_ Race: \_\_\_\_\_ Social Security #: \_\_\_\_\_  
Current address: \_\_\_\_\_  
Previous address: \_\_\_\_\_

Please circle one of the following: Spouse, Former Spouse, Parent(s) of your children and provide their information below. Add additional names on back of this form.

Full name: \_\_\_\_\_  
Maiden name and other names used: \_\_\_\_\_  
Birth Date: \_\_\_\_\_ Sex: \_\_\_\_\_ Race: \_\_\_\_\_ Social Security #: \_\_\_\_\_

Please provide your children's full name, birthdate and sex. Additional children may be noted on back of this form.

\_\_\_\_\_  
\_\_\_\_\_

Signature of Person being checked: \_\_\_\_\_ Date: \_\_\_\_\_

*If you are under 18 years of age, your parent or legal guardian must sign this request.*

Spouse's signature: \_\_\_\_\_ Date: \_\_\_\_\_

*For adoption and foster care, both marriage partners must provide signatures for processing this request.*

**Note: Under penalties of perjury, the information provided is correct and accurate. False or misleading statements may result in criminal prosecution.**

