

CAMP ALLEN

3104 Wayne Route F
GREENVILLE, MO 63944
Jonathan Rice, Administrator
Phone: 573-224-3826 Fax: 573-224-5481
www. CampAllen.com E-mail: campallen1954@gmail.com

SUMMER STAFF APPLICATION

PLEASE PRINT Date _____

Name _____

Phone # _____ - _____ - _____ Cell Phone # _____ - _____ - _____

E-mail _____

Address _____

City _____ St _____ Zip _____

Birthday _____ - _____ - _____ Age _____ Sex Male Female

Social Security # _____ - _____ - _____

School Attended _____ Date _____

School Attended _____ Date _____

School Attended _____ Date _____

Church Attending _____ City _____

Pastor's Name _____ Phone _____

In Case of Emergency:

Mother/Guardian _____ Phone _____ - _____ - _____, _____ - _____ - _____

Father/Guardian _____ Phone _____ - _____ - _____, _____ - _____ - _____

Other Contact _____ Phone _____ - _____ - _____, _____ - _____ - _____

Camp Experience

Please list camps that you have attended

Please list camps that you have worked for and your responsibilities

Area of Interest: (circle all areas of interest)

**Housekeeping * * Dishwashing/Mopping * Kitchen assistant * Lifeguard
*Camp Store Manager**

References

Name _____ Phone # _____
Address _____
City _____ State _____ Zip _____

Name _____ Phone # _____
Address _____
City _____ State _____ Zip _____

Name _____ Phone # _____
Address _____
City _____ State _____ Zip _____

Work Experience

1 Firm _____
Address _____
Type of work _____
Your Position or Title _____
Firm's telephone _____ - _____
Supervisor _____
Employed from _____ to _____
If you left your job, list the reason for leaving _____

2. Firm _____
Address _____
Type of work _____
Your Position or Title _____
Firm's telephone _____ - _____
Supervisor _____
Employed from _____ to _____
If you left your job, list the reason for leaving _____

3. Firm _____
Address _____
Type of work _____
Your Position or Title _____
Firm's telephone _____ - _____
Supervisor _____
Employed from _____ to _____
If you left your job, list the reason for leaving _____

Personal Qualifications

List any current certifications and licenses (lifeguard, first aid, CPR outdoor skills and / or other professional licenses). Please give expiration date.

Please list any skills, experiences or qualifications that would help you perform the tasks for which you are applying _____

What is your work philosophy?

Why would you like to work for Camp Allen?

Do you have any impairment, physical, mental, or health conditions which would restrict your ability to perform the job for which you have applied? If so, what are they?

Personal

Please use the space below to tell us about yourself, include interests, church involvement, clubs, organizations, teams, sports, etc. We would like to know you better!

Are you a Christian? _____ When did you become a Christian? _____ Describe. _____

How do you feel about Christianity, and what role does it play in your life? _____

Describe yourself in one word. _____

Please list your strong points. _____

Please list your weak points. _____

Please express how you feel about the following:

Drinking alcoholic beverages _____

Smoking or other use of tobacco _____

Use of marijuana and similar drugs _____

Premarital sex _____

Homosexuality _____

Profanity _____

CAMP ALLEN INFORMATION RELEASE FORM

Have you at any time ever:

Been arrested for any reason? Yes No

Been convicted of, or pleaded no contest to, any crime? Yes No

Engaged in, or been accused of, any child molestation, exploitation, or abuse? Yes No

Are you aware of:

Having any traits or tendencies that could pose any threat to children, youth, or others? Yes No

Any reason why you should not work with children, youth, or others? Yes No

If the answer to any of these questions is "yes," please explain in detail:

(Please attach additional pages if more space is needed)

Applicant Verification and Release

I recognize that Camp Allen is relying on the accuracy of the information contained herein. Accordingly, I attest and affirm that all of the information that I have provided is absolutely true and correct.

I authorize Camp Allen to contact any person or entity listed in this application, and I further authorize any such person or entity to provide the organization with information, opinions, and impressions relating to my background or qualification.

I voluntarily release the organization and any such person or entity listed herein from liability involving the communication of information relating to my background or qualifications. I further authorize Camp Allen to conduct a criminal background investigation if such a check is deemed necessary.

I agree to abide by all policies and guidelines of Camp Allen, and to protect the health and safety of the children/youth at all times.

Comments: _____

Name (print) _____

Signature: _____

Date: _____



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ESTABLISHED 1954

Summer Staff Guidelines

Staff Selection

An extensive written and oral review, along with a review of previous training and experience, helps to ensure a quality staff. Additional training is provided during pre-camp to strengthen areas of individual weakness, and to provide the opportunity to build the leadership team toward a cohesive unit. A staff contract is also completed prior to arrival at camp. Each staff member will be held to the contract.

Summer Staff Code of Conduct

Each Staff member of Camp Allen Ministries should take the time to read each of the documents mentioned in the next paragraph. Staff will be held to the standards set forth in those documents. Behavior that does not meet expectations will not be tolerated.

Camp Allen Ministries Statements of Faith, Christian Community Policy and Social Principles of General Baptist.

Camp Allen Ministries is a General Baptist camp and will conduct our ministries in accordance with our Statements of Faith, Christian Community Policy and Social Principles of General Baptist. Therefore, Camp Allen Staff will be expected to follow all policies and principles while employed by Camp Allen Ministries; on and off campus.

(<http://generalbaptist.com/national-offices/about-us>)

(http://storage.cloversites.com/generalbaptistministries/documents/SocialPrinciples_screen_res.pdf)

(<http://campallen.com/wp-content/uploads/Camp-Allen-Christian-Community-Policy-and-Statements-of-Faith-Adopted-October-2019.pdf>)

Staff Housing

1. Sex-specific changing areas, restrooms, living quarters and showers are to be used by members of the designated biological sex only.
2. We expect you to treat your living quarters with the respect it is due. Please be good stewards of the property. Any damage to any of the property will be the financial responsibility of those involved. Camp Allen reserves the right to hold back any or all of your last check to offset the cost for lost or damaged items.
3. Because of limited closet space, please bring only essential clothes. Washing machines, and dryers are available. Sharing a room in close quarters will require attention to detail in maintaining your personal belongings. (i.e. dirty clothes picked up, bed made, general tidiness etc.) All rooms will have scheduled and periodic unannounced checks.
4. Curfew is enforced for all guests on Camp Allen property including Camp Allen Staff. Camp Allen has established a curfew of 11:30 p.m. Sunday through Thursday and extended on Friday and Saturday nights to 12 midnight. All Camp Allen staff must be in their rooms at this time, or they will be considered absent without leave. In order to insure quality-sleeping conditions for those staffers working the early a.m. shift, a quiet time will be in effect. All Camp Allen Staff will return to their rooms for the evening at this time (unless you have special permission).
5. Family and friends will need to check with the director prior to entering staff rooms.

Guests

Staff members are only allowed to have guests or friends visit by special permission of the camp director. Visitation may not interfere with camp program or duty assignments.

Property Damage

Damage done to Camp Allen property by misuse, neglect, or misconduct (pranks, practical jokes), will be paid for by the parties involved. Penalty may also include termination of employment.

Christian Work Ethic

Working at Camp Allen can be very tiring; emotionally as well as physically. We expect that you will rest and sleep well at night, and then work hard and stay on task during the day. No napping or dodging work during the day. If your task has been completed, we expect that you will find your supervisor and ask what else could be done. We want to follow the biblical example of: "Whatever you do, work at it with all your heart, as working for the Lord." Colossians 3:23

Leaving Camp

No staff member may leave camp at any time unless specifically given permission by the Director. The sign-out clipboard in the kitchen is to be used in all instances of leaving camp. Any time you leave camp requires that you sign out and leave notification of your destination and a phone number where we can reach you. (in the event of an emergency only).

Personal Vehicles

You may bring your car if it is in good mechanical condition and insured (liability). Camp Allen cannot assume any responsibility for your vehicle or any articles left in your vehicle. The operation of your vehicle should be the sole responsibility of the owner. It is recommended that staff cars be neither borrowed or loaned. This avoids many problems. Drivers should exercise good judgment and common sense driving habits at ALL times. No passengers are allowed to ride on the outside of any vehicle. Passengers riding in the back of a truck must be sitting down in the floor of the bed (not on the side or wheel well) and the tailgate be closed.

Personal vehicles are to be used for transportation only. Use of them for private-meeting places (especially among couples of the opposite sex) will be considered inappropriate. Keep things above reproach!
Staff cars are not to be used for transportation of campers.
Please note that we do not prohibit driving at camp, but we encourage you to limit your driving to only what is necessary.

Dating and Relationships

It is our hope that all of you will someday find a Christian Spouse and enter into the commitment and bonds of Marriage as God intended. However, all dating must maintain the highest level of accountability. We encourage you to use the time you have as a member of the summer staff to grow personally in the Lord. If you date, you must conduct yourself in accordance to providing a good witness; therefore, Public Displays of Affection will be limited to holding of hands. Anything outside of this will not be acceptable.

Guidelines about Dress and Grooming

As ambassadors for Christ and members of Camp Allen Staff it is important to keep yourself neat and clean in dress and personal appearance. The dress and grooming aspect of our staff can offer a positive contribution to the Christian environment of Camp Allen.

All attire should be modest and in good taste: it would be very ungodly and unfortunate to cause one of your fellow brothers or sisters to stumble. Avoid revealing and skin tight apparel. Naturally, there should be no apparel that advertises or displays any product or conduct that is not in good taste or prohibited in this agreement. All clothing must be in good condition: no cut-offs or clothes with holes, stains, or bleach spots are allowed. If your chosen apparel is found to be offensive in anyway, you will be asked to change. Please do so without arguing and discuss the problem in private at a later time.

Internet

Once you identify yourself as an employee of Camp Allen in any internet venue (social networking profile, weblog, "group page"), certain guidelines and conditions of employment take hold and must be adhered to. Violating these guidelines could result in termination of employment at camp.

Final Notice

Camp Allen reserves the right to add or alter guidelines at anytime to fit specific situations. These rules are not intended to limit the fun and enjoyment to be had by all Camp Allen staff. They are a result of issues from past experiences and should be taken seriously. Within the boundaries of these guidelines, a flourishing ministry and growth in the Lord is available to all.