

# Summer Employment Application

## Camp Summit

a ministry of YouthHope  
3928 12th Ave • Moline IL 61265  
(309) 762-4577 • kperrine@cfyouthhope.org  
www.campsummit.org

LEGAL NAME \_\_\_\_\_ NAME YOU PREFER \_\_\_\_\_  
EMAIL ADDRESS \_\_\_\_\_  
SOCIAL SECURITY NUMBER \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ DATE OF BIRTH \_\_\_\_/\_\_\_\_/\_\_\_\_ AGE \_\_\_\_\_  
PERMANENT ADDRESS (HOME) \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_  
PERMANENT PHONE (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ CELL PHONE (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
CURRENT ADDRESS (if different from above) \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_  
CURRENT PHONE (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ FAX(\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
DATES AVAILABLE \_\_\_\_\_  
MARITAL STATUS  Married Spouse name: \_\_\_\_\_  Single  Divorced  Widowed  
CHILDREN:  Yes  No If yes, ages of children: \_\_\_\_\_

CIRCLE CURRENT CLASS OR GRADE High School College Year \_\_\_\_\_ GPA \_\_\_\_\_  
IF GRAD, CLASS OF \_\_\_\_\_ COLLEGE ATTENDING/ATTENDED \_\_\_\_\_  
MAJOR(if in college) \_\_\_\_\_ Intended vocation \_\_\_\_\_

### CHURCH AFFILIATION

HOME CHURCH \_\_\_\_\_  
Are you a member? Yes No Have you been baptized? Yes (When/Where \_\_\_\_\_) No  
ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ST \_\_\_\_\_ ZIP \_\_\_\_\_  
PHONE (\_\_\_\_) - \_\_\_\_\_ - \_\_\_\_\_ FAX (\_\_\_\_) - \_\_\_\_\_ - \_\_\_\_\_  
Pastor's name \_\_\_\_\_ Denomination \_\_\_\_\_  
If you attend a second church at college please answer the following:  
NAME \_\_\_\_\_ Are you a member? Yes No  
ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ST \_\_\_\_\_ ZIP \_\_\_\_\_  
PHONE (\_\_\_\_) - \_\_\_\_\_ - \_\_\_\_\_ FAX (\_\_\_\_) - \_\_\_\_\_ - \_\_\_\_\_  
Pastor's name \_\_\_\_\_ Denomination \_\_\_\_\_  
How often do you CURRENTLY attend church? \_\_\_\_\_  
What activities/ministries are you involved in at your church? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**EMPLOYMENT HISTORY** (List paid or volunteer positions you have had, starting with the most recent)

Employer \_\_\_\_\_ Supervisor's Name \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone (\_\_\_\_)-\_\_\_\_-\_\_\_\_  
 Positions Held \_\_\_\_\_ Dates Employed \_\_\_\_\_  
 Reason for leaving \_\_\_\_\_  
 May we contact this employer? \_\_\_\_\_ If no, reason why \_\_\_\_\_  
 Employer \_\_\_\_\_ Supervisor's Name \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone (\_\_\_\_)-\_\_\_\_-\_\_\_\_  
 Positions Held \_\_\_\_\_ Dates Employed \_\_\_\_\_  
 Reason for leaving \_\_\_\_\_  
 May we contact this employer? \_\_\_\_\_ If no, reason why \_\_\_\_\_  
 Employer \_\_\_\_\_ Supervisor's Name \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone (\_\_\_\_)-\_\_\_\_-\_\_\_\_  
 Positions Held \_\_\_\_\_ Dates Employed \_\_\_\_\_  
 Reason for leaving \_\_\_\_\_  
 May we contact this employer? \_\_\_\_\_ If no, reason why \_\_\_\_\_

**REFERENCES** Provide the name, address, and phone number of four references. One of these references **must** be from your current pastor or youth minister. The other three may come from teachers, coaches, employers, and etc.. Do NOT include references from family members or friends. Provide each person with a Reference Form (attached), and ask them to mail it to Camp Summit.

Pastoral Reference \_\_\_\_\_ Phone (\_\_\_\_) - \_\_\_\_ - \_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_  
 Second Reference \_\_\_\_\_ Phone (\_\_\_\_) - \_\_\_\_ - \_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_  
 Relationship to applicant \_\_\_\_\_  
 Third Reference \_\_\_\_\_ Phone (\_\_\_\_) - \_\_\_\_ - \_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_  
 Relationship to applicant \_\_\_\_\_  
 Fourth Reference \_\_\_\_\_ Phone (\_\_\_\_) - \_\_\_\_ - \_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_  
 Relationship to applicant \_\_\_\_\_

Indicate skill level for all of the following: "1" Can lead "2" Can assist "3" Interest, no experience "4" No Interest

- |                   |                 |                      |                     |
|-------------------|-----------------|----------------------|---------------------|
| ___ Archery       | ___ Canoeing    | ___ Hiking           | ___ Swimming        |
| ___ Fishing       | ___ Soccer      | ___ Drama            | ___ Nature Study    |
| ___ Tent Camping  | ___ Bible Study | ___ Song Leading     | ___ Basketball      |
| ___ Arts & Crafts | ___ Games       | ___ Volleyball       | ___ Outdoor Cooking |
| ___ Fire Building | ___ Dancing     | ___ Challenge Course |                     |

List any musical instruments that you play well enough to participate in worship: \_\_\_\_\_

**Check if you have current Red Cross certification or equivalent:**

- \_\_\_ CPR    \_\_\_ Lifesaving    \_\_\_ Standard First Aid    \_\_\_ Water Safety Instructor  
 \_\_\_ Small Craft Safety Instructor    \_\_\_ Other Certification \_\_\_\_\_

Please list any other skills and abilities you feel are pertinent to a camp setting: \_\_\_\_\_

**Answer the following questions in the space provided (You may attach a separate page if necessary):**

1. How and when did you become a Christian?
2. Give a brief history of your relationship with Christ.
3. In what ways are you currently attempting to grow in your faith?
4. Why do you want to work in this ministry?
5. What knowledge, training or experience do you have that will help you in the position you are applying for (Emphasize any work with inner-city children, camping experience, and ministry experience/training)?
6. On a separate page, answer the following questions as though they were asked by a 10 year old. Please use scripture references:
  - A. Does everyone go to heaven? If not, why not?
  - B. If God is holy and just, how can He let anyone enter heaven?
  - C. What must I do to enter heaven?

- Do you have any limitations, injuries, or illnesses that would prevent you from working with children in a physically demanding, recreational outdoor setting? \_\_\_\_\_ If yes, please explain on a separate page.
- Do you have asthma? \_\_\_\_\_ If yes, please attach a history of its effects on your health, including frequency of inhaler use, breathing treatments, hospitalizations, and causes of significant flare-ups (mowed grass, high humidity, etc.)
- Positions at Camp Summit are considered binding during the hiring period. Exceptions are made only in "life-changing" emergencies. If hired, are you willing to commit to the entire summer? \_\_\_\_\_
- Are you willing to help Camp Summit raise your support as a summer missionary? \_\_\_\_\_
- Have you read the Standard of Conduct (attached) and agree to abide by it? \_\_\_\_\_
- Are you in full agreement with the camp's Statement of Faith (attached)? \_\_\_\_\_
- Are you willing to wholeheartedly cooperate in upholding the standards of a Christian camp, which include maintaining a positive attitude towards authority, and excludes the use of profanity, smoking and alcohol? \_\_\_\_\_
- Have you ever been charged with or convicted of child abuse or any crime involving physical or sexual assault or molestation of a child? \_\_\_\_\_ If yes, explain fully on a separate sheet of paper.
- Have you ever been charged or convicted of any offense other than minor traffic violations? \_\_\_\_\_ If yes, explain fully on a separate sheet of paper.

If there is anything else you would like for us to know about yourself, feel free to attach a letter to this application.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\* By signing this form, you give your permission for a police background check and reference checks.

Please return the completed application at your earliest convenience to:

Camp Summit 3928 12th Ave. Moline, IL 61265 Phone: (309) 762-4577 Fax: (309) 762-3901

Kevin Perrine Email: kperrine@cfyouthhope.org

# PRE-NOTIFICATION OF BACKGROUND INQUIRY

For and in consideration of my application for summer counselor with **YouthHope**, I hereby authorize and request that an "investigative consumer report" (background inquiry) be compiled regarding the undersigned. I understand that this inquiry may include information regarding my character, personal characteristics, and mode of living, and general reputation.

By placing my signature below, I acknowledge that this background inquiry may involve the request of any or all of the following (as allowed by law):

- Any public record of criminal convictions.
- Any incident of dishonesty, theft, moral turpitude, violence, or drug-related offenses reported by merchants, employers, businesses or individuals.
- Any credit bureau report.
- Any driving history related to infractions or accidents.
- Any previous employment records
- Any public, semi-public, or proprietary records from any record repository

\_\_\_\_\_ (Initials of applicant)

I hereby authorize and request the cooperation of any governmental or law enforcement agencies, credit bureaus, proprietary databases, former employers, business sources, or individuals called upon by **YouthHope** or its authorized agent(s) in the release and dissemination of the requested information.

\_\_\_\_\_ (Initials of applicant)

I further authorize **YouthHope** and/or its agent(s) to make further like inquiries from time to time, as deemed necessary for employment purposes. I waive any further notice with respect to the inquiries made by or on behalf of **YouthHope**, and agree to generally release and fully discharge **YouthHope**, every agent, every such law enforcement agency, every such governmental agency, every such prior employer, every such credit bureau, database, or individual with regard to the release and dissemination of the requested information.

\_\_\_\_\_ (Initials of applicant)

I understand that I may obtain a free copy of this "consumer report," where applicable, if an adverse action or decision is made based upon the information in the "consumer report." I must make a written request within 60 days of the adverse action/decision.

A photocopy of this authorization and release shall be considered as effective and valid as the original.

**Applicant, please complete all of the following information** (additional pages may be used, if needed):

Full Legal Name: \_\_\_\_\_

Addresses for the last seven years (please put current address first, then put most recent to oldest):

_____	_____	_____
_____	_____	_____
_____	_____	_____

Previous names or aliases: \_\_\_\_\_ Social Security Number: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Driver's License # \_\_\_\_\_ Phone Number: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Parent Signature if under 18: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

The information requested above is done so for the purpose of conducting a pre-employment and continued employment investigation only. **YouthHope** is an equal opportunity employer. It is our policy to provide employment without regard to age, race, religion, color, national origin, sex, marital status, or disability.

### Staff Qualifications

- All Staff must be committed Christians who agree with the Statement of Faith (listed below) and agree to follow the Staff Guidelines employee agreement. They must be willing to follow Staff rules and regulations (listed below). Actual camp experience is not required.
- Applicants must be able to provide a pastoral reference from their home or college church. This reference may come from any member of your church's pastoral staff (senior, youth, etc), provided they are recognized as a professional minister, and know you personally. In the cases of larger churches, where the pastor may not know you well, an acceptable substitute would be a deacon or elder, provided they are recognized as a spiritual leader in your church and that you explain in writing why you are unable to provide a professional pastoral reference.

### Statement of Faith

- We believe the Bible to be the inspired, the only infallible, authoritative Word of God.
- We believe that there is one God, eternally existent in three persons: Father, Son, and Holy Spirit.
- We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory.
- We believe that for the salvation of lost and sinful man, regeneration by the Holy Spirit is absolutely essential.
- We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life.
- We believe in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life, and they that are lost unto the resurrection of damnation.
- We believe in the spiritual unity of believers in our Lord Jesus Christ.
- We believe in a monogamous marriage between one man and one woman as the only biblically based marriage.

### Guidelines For Staff Conduct

*Some of the following standards are based on biblical mandates; many are not. While Staff do not have to agree with these guidelines, they are expected to abide by them during employment. If you are unable to abide by these standards, please do not apply.*

1. Camp Summit employees shall be Christians of high moral character, who subscribe to and practice the Statement of Faith. They will demonstrate by their actions and attitudes a conscientious walk with the Lord. The Scriptures' teachings on modesty, attitude, conversation, and so forth will be their "guidebook."
2. Clothing for both sexes will be modest. Full-cut T-shirts and mid-thigh shorts are acceptable. Short-shorts, bare mid-riffs, and low-cut tops are not. Male staff will wear shirts at all times, except while swimming. Swimwear for both sexes should be as modest as possible (one-piece suits are required for ladies). Camp Summit sets no policies regarding tattoos, body piercing, and hairstyles.
3. Since the camp is non-denominational, staff shall not discuss controversial doctrinal issues in front of the campers. Neither are these issues to be "argued" among staff in a divisive or hostile manner.
4. Stereos may be used to play "Christian" music only Christian music is defined as music performed by professing Christians, whose songs primarily focus on God and the Christian life. iPods/Phones are not allowed, as they tend to interfere with programming.
5. Physical Displays of Affection are never allowed in front of children and are to be minimal when campers are not present.
6. No staff shall be in the cabin of the opposite sex.
7. Staff will abstain from alcohol and tobacco during the term of employment.
8. Staff are not allowed to have weapons, pornography or other questionable materials on the premises.
9. Staff will not leave the camp during the week with out special permission from the Camp Director.
10. Staff may have guests with pre-approval by the Camp Director.
11. Conversation that is sexual in nature or demeans others is unsuitable for Christians, and will not be tolerated.
12. Staff are typically expected to work Monday 8 a.m. through Friday 5 p.m.

**Missionary Support:** Camp Summit is funded through donations by individual supporters. With rising costs, we believe staff should help raise their support just as other mission agencies do. Not only does this help the funding of the camp, it also gives staff the opportunity to raise support greater than any guaranteed base salary connected with a position. The director will assist staff in raising support by providing materials, and guidance.

**Insurance:** Staff must be covered by personal or parental insurance policies. Work related injuries are covered by camp insurance.

**Employment Agreement:** To protect both the staff member and the camp, a binding employment agreement will be signed upon hiring. This is a common practice used by camps, and guarantees the position to the hired staff member.

**Discrimination Policy:** Camp Summit hired staff members who are in agreement with our statement of faith and who demonstrate a Christ-like lifestyle. Although counseling positions require a minimum age and gender, Camp Summit does not discriminate against anyone on the basis of race, age, gender, or Christian denomination. If you love Jesus, follow God's Word, and have a desire to win kids to Christ, your application will receive equal consideration.

# Summary of Your Rights Under the FCRA

The federal Fair Credit Reporting Act (FCRA) is designed to promote accuracy, fairness, and privacy of information in the files of every "consumer reporting agency (CRA). Most CRAs are credit bureaus that gather and sell information about you - such as if you pay your bills on time or have filed bankruptcy - to creditors, employers, landlords, and other businesses. You can find the complete text of the FCRA, 15 U.S.C. 1681-1681u, at the Federal Trade Commission's web site (<http://www.ftc.gov>). The FCRA gives you specific rights, as outlined below. You may have additional rights under state law. You may contact a state or local consumer protection agency or a state attorney general to learn those rights.

You must be told if information in your file has been used against you. Anyone who uses information from a CRA to take action against you - such as denying an application for credit, insurance, or employment - must tell you, and give you the name, address, and phone number of the CRA that provided the consumer report.

You can find out what is in your file. At your request, a CRA must give you the information in your file, and a list of everyone who has requested it recently. There is no charge for the report if a person has taken action against you because of information supplied by the CRA, if you request the report within 60 days of receiving notice of the action. You also are entitled to, one free report every twelve months upon request if you certify that (1) you are unemployed and plan, to seek employment within 60 days, (2) you are on welfare, or (3) your report is inaccurate due to fraud. Otherwise, a CRA may charge you up to eight dollars.

You can dispute inaccurate information with the CRA. If you tell a CRA that your file contains inaccurate information, the CRA must investigate the items (usually within 30 days) by presenting to its information source all relevant evidence you submit, unless your dispute is frivolous. The source must review your evidence and report its findings to the CRA. (The source also must advise national CRA's - to which it has provided the data - of any error.) The CRA must give you a written report of the investigation, and a copy of your report if the investigation results in any change. If the CRA's investigation does not resolve the dispute, you may add a brief statement to your file. The CRA must normally include a summary of your statement in future reports. If an item is deleted or a dispute statement is filed, you may ask that anyone who has recently received your report be notified of the change.

Inaccurate information must be corrected or deleted. A CRA must remove or correct inaccurate or unverified information from its files, usually within 30 days after you dispute it. However, the CRA is not required to remove accurate data from your file unless it is outdated (as described below) or cannot be verified. If your dispute results in any change to your report, the CRA cannot reinsert into your file a disputed item unless the information source verifies its accuracy and completeness. In addition, the CRA must give you a written notice telling you it has reinserted the item. The notice must include the name, address and phone number of the information source.

You can dispute inaccurate items with the source of the information. If you tell anyone - such as a creditor who reports to, a CRA - that you dispute an item, they may not then report the information to a CRA without including a notice of your dispute. In addition, once you've notified the source of the error in writing, it may not continue to report the information if it is, in fact, an error.

Outdated information may not be reported. In most cases; a CRA may not report negative information that is more than seven years old; ten years for bankruptcies.

Access to your file is limited. A CRA may provide information about you only to people with a need recognized by the FCRA - usually to consider an application with a creditor, insurer, employer, landlord, or other business.

Your consent is required for reports that are provided to employers, or reports that contain medical information. A CRA may not give out information about you to your employer, or prospective employer, without your written consent. A CRA may not report medical information about you to creditors, insurers, or employers without your permission.

You may choose to exclude your name from CRA lists of unsolicited credit and insurance offers. Creditors and insurers may use file information as the basis for sending you unsolicited offers of credit or insurance. Such offers must include a toll-free phone number for you to call if you want your name and address removed from future lists. If you call, you must be kept off the lists for two years. If you request, complete, and return the CRA form provided for this purpose, you must be taken off the lists indefinitely.

You may seek damages from violators. If a CRA, a user or (in some cases) a provider of CRA data, violates the FCRA, you may sue them in state or federal court.

The FCRA gives several different federal agencies authority to enforce the FCRA:

Questions regarding:  
CRAs, creditors and others not listed below

Please Contact:  
Federal Trade Commission  
Consumer Response Center – FCRA  
Washington, DC 20580. 202-326-3761

National banks, federal branches/agencies of  
foreign banks ("National" or "N.A." appear in or  
after bank's name)

Office of Comptroller of the Currency  
Compliance Management, Mail Stop 6-6  
Washington, DC 20219. 800-613-6743

Federal Reserve System member banks (except  
national banks, and federal branches/agencies  
of foreign banks)

Federal Reserve Board  
Division of Consumer and Community Affairs  
Washington, DC 20551. 202-452-3693

Savings association and federally chartered  
savings banks (word "Federal" or initials "F.S.B."  
appear in federal institution's name)

Office of Thrift Supervision  
Consumer Programs  
Washington, DC 20552. 800-842-6929

Federal credit unions (words "Federal Credit  
Union" appear in institution's name)

National Credit Union Administration  
1775 Duke Street  
Alexandria, VA 22314. 703-518-6360

State-chartered banks that are not members  
of the Federal Reserve System

Federal Deposit Insurance Corporation  
Division of Compliance & Consumer Affairs  
Washington, DC 20429. 800-934-FDIC

Air, surface, or rail common carriers regulated  
by former Civil Aeronautics Board or Interstate  
Commerce Commission

Department of Transportation  
Office of Financial Management  
Washington, DC 20590. 202-366-1306

Activities subject to the Packers and Stockyards  
Act, 1921

Department of Agriculture  
Office of Deputy Administrator - GIPSA  
Washington, DC 20250. 202-720-7051

# Camp Summit Summer Staff Reference Form

**Part I – Completed by applicant**

Name of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Check here if this is your Pastoral Reference

**Part II – (To be completed by referent)**

Camp Summit summer staff works primarily with children ages 6-17. It is essential that staff be trustworthy, positive role models, and live lives that will be a Christian testimony to these kids. We appreciate your comments below. Please circle the rating you consider closest to the applicant's character.

Responsibility	Excellent: follows through on tasks with diligence Good: follows through on assigned tasks Average: usually follows through on assigned tasks Poor: Follows through on tasks when convenient	Emotional Stability	Excellent: balanced and stable in high stress situations Good: balanced and stable in stressful situations Average: usually well balanced Poor: Excitable or Unresponsive
Initiative	Excellent: will look for things to do Good: Will do things that need to be done Average: will do the obvious if needed Poor: needs to be told what to do	Communication	Excellent: articulate, communicates to all groups clearly Good: gets the thought across very well to most groups Average: gets the thought across Poor: has a hard time getting the thought across
Leadership	Excellent: Consistently, positively influential Good: Contributes positively Average: a contributor Poor: Passive, observing/indifferent or negative	Cooperative	Excellent: deeply sensitive to others Good: generally concerned for others Average: gets along in optimal situations Poor: difficult to work with
Industry	Excellent: puts forth the extra Good: dependable – honest days work Average: works enough to get by Poor: lazy	Judgment	Excellent: consistent wise decisions Good: good decisions in most situations Average: only in optimal situations Poor: Hasty or Indecisive

Describe your observation of the applicant involvement in Sunday School, Youth Clubs or Christian organizations?

How would you describe the applicant's Christian commitment?

If you had a child of camper age, how would you feel about this applicant executing his/her duties with your child?

How long and in what capacity have you known the applicant?

By your knowledge, has the applicant ever been charged with or convicted of child abuse or any crime involving physical or sexual assault or molestation of a child?

Circle one:   I highly recommend   I recommend   I recommend with reservations   I do not recommend

Your Printed Name and Signature \_\_\_\_\_

Title \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_-\_\_\_\_\_ Please call me between \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_

Please mail to: Camp Summit • YouthHope • 3928 12th Ave • Moline IL 61265 • Phone (309) 762-4577