



Spring Heights Camp and Retreat Center 2022 Summer Staff Application

OFFICE USE ONLY			
Date Rec'd	_____		
# Referrals Rec'd	_____		
	1	2	3
Contract Rec'd	_____		
Agr. Dates	_____		

Summer Staff Applicants must be: 16 years old or older, a member of a Christian church, growing as a disciple of Jesus Christ, love children and youth, able to communicate well, flexible, willing to do whatever benefits Spring Heights Camp and Retreat Center and its summer program, and be available from mid-May Through the beginning of August 2022

Circle the position(s) for which you are applying. If applying for more than one, indicate your preference.

Coordinator:

Training will start mid-May for these positions

Must be 21 Years old or older

Program Coordinator

Pool Coordinator

Barn Coordinator

Activities Coordinator

*Challenge Course
Coordinator*

Head Counselor

PR Intern

*DaySpring Coordinator
(Traveling Camp)*

On-Site Positions:

Training will start end of May for these positions

Counselor- Must be 18 Years or older

DaySpring Counselor- Must be 18 Years or older

Barn Staff- Must be 16 Years or older

General Program- Must be 16 Years or older

Lifeguard- Must be 16 Years or older

Challenge Course- Must be 16 Years or older

Office Assistant- Must be 21 or Older

Hourly Positions:

Kitchen- Must be 16 Years or older

Maintenance- Must be 16 Years or older

PERSONAL INFORMATION:

Name: _____ Gender: Male Female
Last First Middle

Preferred Name: _____ Birthdate: _____

Permanent Address: _____ Phone: _____

_____ Email: _____

Current Address (If Different): _____ Phone: _____

_____ Email: _____

Current Address through what date?

EDUCATION:

(Highest level of education completed as of June 2022)

School: _____ Year/Grade: _____

Address: _____ Major: _____

CHURCH AFFILIATION:

Church Name: _____ Minister's Name: _____

(Minister you know best)

Denomination: _____

Address: _____

City: _____ State: _____ Zip: _____

How often do you attend worship? _____ What leadership roles have you held? _____

CAMP EXPERIENCE: List your experience in camps - designate your role for each (camper, counselor, lifeguard, etc.)

Camp & State	Role	Dates

List your experience working with children and youth: What age groups and where?

CAMP ACTIVITIES, INTERESTS AND SPECIAL QUALIFICATIONS:

Do you have a valid driver's license? _____

Please indicate areas in which you have training - include certification, date, agency, and copy of certification:

Lifeguard _____ CPR _____

First Aid _____ EMT _____

High Ropes Course _____ Low Ropes Course _____

Zip-Lining _____ Climbing/Rappelling _____

ServSafe/Food Handler _____ Other _____

In the following list put a (1) by the activities you can LEAD or TEACH, (2) by the activities you can ASSIST, or a (3) by the activities you have NO EXPERIENCE.

WORSHIP/BIBLE ACTIVITIES

- ___ Leading Bible Studies
- ___ Leading Discussions
- ___ Devotions
- ___ Worship Leadership
- ___ Worship Planning
- ___ Mission
- ___ Storytelling
- ___ Small Group Leadership

ARTS & CRAFTS

- ___ Sketching
- ___ Painting
- ___ Drama
- ___ Dance
- ___ Nature Crafts
- ___ Skits

MUSIC

- ___ Guitar
- ___ Piano
- ___ Lead Singing
- ___ Other

OUTDOOR ACTIVITIES

- ___ Overnight Camping
- ___ Outdoor Cooking
- ___ Backpacking/Hiking
- ___ Climbing/Rappelling
- ___ Initiative Games
- ___ Low Ropes
- ___ High Ropes
- ___ Zip Lining
- ___ Caving
- ___ Sports
- ___ Archery
- ___ Field Games

NATURE SKILLS

- ___ Animals
- ___ Plants/Flowers
- ___ Rocks/Minerals
- ___ Fossils
- ___ Astronomy
- ___ Weather
- ___ Gardening

AQUATICS

- ___ Swimming
- ___ Water games
- ___ Canoeing
- ___ Kayaking

ANIMALS

- ___ Horseback riding
- ___ Horse Care
- ___ Tacking
- ___ Tack Care
- ___ Goats
- ___ Cattle

MAINTENANCE

- ___ Lawn Care
- ___ Electricity
- ___ Plumbing
- ___ Handyman
- ___ Farm Work

KITCHEN

- ___ Food Preparation
- ___ Dish Washing
- ___ Commercial Kitchen

WORK HISTORY:

Please list your 3 most recent employers, their city and phone number, type of work and dates employed (start with most recent).

- 1) _____
- 2) _____
- 3) _____

REFERENCES:

Please have **3 people who are not related to you** who will act as a reference for you to send a letter. These people should be knowledgeable not only about your character but should know your qualifications for the positions for which you are applying. **We would prefer for one of them to be your pastor, church educator, youth leader or another person from your church.**

Reference letters should be returned directly to Spring Heights Camp and Retreat Center at the address on the form. **These are required for employment.**

Please list below the names, addresses and phone numbers of the persons you ask to be a reference for you.

NAME	ADDRESS	PHONE NUMBER	RELATIONSHIP
1)			
2)			
3)			

ESSAY QUESTIONS:

Please fill out this essay page. (Feel free to use additional pages, if needed when filling out this page).

- 1) Why do you want to serve at Spring Heights Camp and Retreat Center? Camp is a lot of fun, and it is a lot of work! What do you think will be the most challenging part of working at camp?
- 2) Summer Staff are leaders at camp and in the community. What is your style of leadership, and what do you feel makes a good leader?
- 3) Who is Jesus Christ, and what would you tell an elementary school camper is the most important part of your relationship with Him?
- 4) How would you share with a middle school camper about your relationship with God and how you put it into daily living practice?
- 5) Working at camp requires a servant’s heart and flexibility. Share about an experience when you had to do something unexpected; how did you respond?
- 6) Briefly share a recent experience that contributed to your growth in faith.
- 7) Spring Heights Camp and Retreat Center is a United Methodist Church summer camp, and we hire people from other Christian denominations. How knowledgeable are you about the UMC? Are you willing to serve the United Methodist Church, its pastors, volunteers, and campers this summer?

PERSONAL QUESTIONS:

Are there any physical, emotional, social or academic factors we should know which might prevent you from completing the summer and/or living up to our expectations for summer staff? _____ If yes, please explain.

Have you ever been convicted of a felony or misdemeanor? _____ If yes, please provide additional details including date, place, lawyer's name, charge, etc.

Have you ever been the subject of an investigation by the Department of Family and Children Services or comparable government entity for abuse of any kind, including child abuse, sexual abuse, etc.? _____ If yes, please provide additional information including date, county and state of investigation, etc.

Have you ever been treated or hospitalized for alcohol or substance abuse, an emotional disorder, or psychiatric illness? _____ If yes, please provide additional information including dates of treatment, place(s) of treatment and doctor's name(s), etc.

Are you able to work the entire summer? Yes _____ No _____. If no, what dates would you need to be away from camp? Please list

By submitting this application, I understand that applicants must complete a personal interview and pass a background check before any position will be offered.

I hereby authorize the West Virginia Annual Conference of the United Methodist Church, Spring Heights Camp and Retreat Center, and its agents and employees to contact for verification any and all references, employers, law enforcement agencies, doctors and health care providers. I specifically release the West Virginia Annual Conference of the United Methodist Church, Spring Heights Camp and Retreat Center, and its agents and employees of any and all claims arising from such inquiries or contacts and further release any and all persons and entities from any claim arising from their responding to such inquiries or contacts.

I verify that all information on this application is true to the best of my knowledge and understand that any falsification on my part is grounds for not being hired or termination of employment with Spring Heights Camp and Retreat Center.

Signature _____ **Date:** _____

All statements become part of any future employee's personnel file.

Please complete this form and return it to:
Amy Mullins, Spring Heights Camp and Retreat Center
2067 Barrcut Rd | Spencer, WV 25276 | 304.927.5865 |
info@springheights.org