



Quaker Haven Camp

2017 SUMMER STAFF APPLICATION

111 EMS D16C Lane Syracuse, IN
info@quakerhaven.com (574) 834-4193



I. PERSONAL INFORMATION

NAME _____ SOC SEC # _____ - _____ - _____

FIRST MIDDLE LAST REQUIRED

PERMANENT (HOME) ADDRESS _____ PHONE (____) _____

CITY _____ ST _____ ZIP _____ E-MAIL ADDRESS _____

COLLEGE ADDRESS (IF DIFFERENT THAN ABOVE) _____

CITY _____ ST _____ ZIP _____ PHONE (____) _____

For Housing Purposes: Male ____ Female ____ Single ____ Married ____
Age: Under 16 ____ 16 - 17 ____ 18 or Over ____

FOR UNIFORM PURPOSES: T-SHIRT SIZE _____

DATE I AM AVAILABLE TO START WORK: _____

II. CHURCH AFFILIATION

Church Attending _____ Denomination _____

City _____ St _____ Attending Since _____

Home Church _____ Denomination _____

City _____ St _____ Member Since _____

III. HEALTH

Is there any reason that you would have difficulty in performing any of the essential elements of the position for which you are applying? Yes No. If yes, please explain _____

DO NOT WRITE BELOW - OFFICE USE ONLY - TURN PAGE AND COMPLETE APPLICATION

Date Application Received _____ References: 1 2 Position Applied For: _____ Availability _____ Date: _____ Reference Check _____	Interview: _____ Position: _____ Salary: _____ Contract Sent: _____ Contract Received: _____
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IV. EDUCATION

High School _____ Date of (expected) Graduation _____

College _____ City _____ St _____

Major _____ Date of (expected) Graduation _____

Please list any licenses or certificates _____

Extra-curricular activities: Specify and indicate when involved.

Athletic / Band / Organizations _____

Christian Group Involvement _____

Date school starts in the fall of 2017 _____ * SEE SECTION VIII*

V. LEGAL VIOLATIONS

Have you ever been convicted of a felony, or are any criminal charges currently pending against you? Yes No If yes, please attach letter of explanation.

VI. CITIZENSHIP

If you are offered a position, will you be able to verify that you are legally permitted to be employed in the United States, either by providing U.S. citizenship, permanent residence status, birth certificate or with unexpired INS employment? Yes No

If you are offered a position, you will need 1) to be able to fill out an I-9, Employment Eligibility Verification Form 2) if you are under 18 - a work permit (**no exceptions** - failure to provide will be terms for termination of employment)

VII. POSITION DESIRED

Please check off areas that you have experience in.

Maintenance

- Mowing
- Carpentry
- Plumbing
- Electrical

Water Front

- Certified Life Guard

Food Service

- Cooking
- Dish room

Miscellaneous

- Retail Sales
- Computer Skills
- Craft Instructor
- Devotional Leader

Please list any other skills that you could use at QHC. _____

Are you willing to perform tasks as required by the management for the comfort and convenience of QHC guests? Yes No

If you have been previously employed in the camping ministry, please provide the following references:

Camp _____ Position Held _____

Location _____ Date _____ Supervisor _____

VIII. AVAILABILITY

Please check your complete summer schedule ***before*** applying for summer employment. Summer staff is ***required*** to: **1)** work the three-day Memorial Day weekend May 27-29, 2017 **2)** attend staff training June 5-9 (subject to your school schedule) **3)** work the three-day Labor Day weekend Sept. 2-4. ***If you are unable or unwilling to work #1 or #3 above, please attach a letter of explanation. All other willing applicants may be considered first.*** Summer youth program starts June 11, 2017. All summer staff receive one (1) day off per week, and most Friday evenings off. New summer staff also receive two (2) paid days off, returning staff receive three (3) days during the summer. These paid days off are scheduled (preferably not consecutively) by seniority and a first-come-basis. **Summer staff *are required* to work up to and including the 5th day prior to the start of school in the fall. Any other requested time off (i.e. mission trips) must be scheduled with QHC management *prior to accepting* employment.**

- Yes, I understand and I am willing to abide by the above availability requirements
- No, I am unwilling / unable to abide by the above availability requirements - please attach letter

IX. REFERENCES

List referents who are **not** related to you and whom you have known for **at least six (6) months**

ACADEMIC REFERENCE

1	NAME		RELATIONSHIP	
	ADDRESS	CITY	STATE	ZIP
	PHONE NUMBER ()		HOW LONG HAVE YOU KNOWN THEM?	

CHARACTER REFERENCE

2	NAME		RELATIONSHIP	
	ADDRESS	CITY	STATE	ZIP
	PHONE NUMBER ()		HOW LONG HAVE YOU KNOWN THEM?	

PASTORAL REFERENCE

3	NAME		RELATIONSHIP	
	ADDRESS	CITY	STATE	ZIP
	PHONE NUMBER ()		HOW LONG HAVE YOU KNOWN THEM?	

X. EMPLOYMENT HISTORY

List your last two (2) employers or volunteer activities, starting with the most recent

1	EMPLOYER		FROM	TO
	ADDRESS	CITY	STATE	ZIP
	PHONE NUMBER ()		SUPERVISOR	
	JOB TITLE		REASON FOR LEAVING	

2	EMPLOYER		FROM	TO
	ADDRESS	CITY	STATE	ZIP
	PHONE NUMBER ()		SUPERVISOR	
	JOB TITLE		REASON FOR LEAVING	

XI. MATURITY

On a separate sheet of paper, please answer each of the following questions in one paragraph or less.

- 1) How did you learn of Quaker Haven Camp? Have you ever been a camper here or elsewhere?
- 2) What one outstanding quality or talent makes you unique in God's Family?
- 3) Describe how your relationship with Jesus Christ began and what it is like today.
- 4) Explain why it is important to serve the way Christ did and how our example is worth more than words.
- 5) What expectations or goals would you have for yourself as a member of the QHC summer staff?
- 6) What do you do for fun/to relax?
- 7) How does one get to go to heaven?
- 8) From your perspective, what is the Bible?
- 9) Name one person who has had the greatest impact upon your life and explain why.

XII. VERIFICATION

I hereby authorize Quaker Haven Camp to contact all prior employers, secure a state (police) government background check, and contact any references listed to verify all information provided. I also authorize QHC to obtain any and all information related to my character and past work performance. I further hereby release all references and prior employers from any liability for information provided in good faith.

I affirm that I have neither been convicted of, nor am I the subject of pending charges for, any offense involving actual or attempted child abuse or sexual molestation in any jurisdiction. I understand that, and grant permission, Quaker Haven Camp may secure a background check from the Indiana State Police (or my state) prior to employment.

I understand that the Quaker Haven Foundation, Inc. Board requires that employees ***do not*** smoke, partake of alcoholic beverages, or use narcotics of any kind.

I hereby affirm and acknowledge, by signing immediately below, that all of the information provided and all of my answers to the foregoing questions are true and complete, and that any misrepresentation or omission maybe grounds for rejection or, if later employed, dismissal.

Signature _____ Date _____

Lifeguard applicants must enclose a copy of certification (ARC Lifeguard Training & ARC CPR for Professional Rescuer)

APPLICATIONS WILL BE PROCESSED ONLY WHEN ALL REFERENCE FORMS HAVE BEEN RETURNED. PLEASE BE SURE TO HAVE YOUR REFERENTS COMPLETE THEIR FORMS IN A TIMELY FASHION, PLEASE PROVIDE THEM WITH A STAMPED ENVELOPE ADDRESSED TO THE ADDRESS BELOW. THE REFERENT MUST BE THE PERSON RETURNING THE FORM! THE FORM REQUIRES YOUR SIGNATURE!

Return your application to: Quaker Haven Camp
111 EMS D16C Lane
Syracuse, IN 46567-8051
Attn: Brandon Dennis

Notice to Applicants: Federal and State law requires that all applications be considered without regard to race, religion, color, age, or national origin. We fully believe and support the principle of equal opportunity.