

Covenant Point Bible Camp

358 W. Hagerman Lake Rd Iron River, MI 49935

Phone 906.265.2117 Fax 906.265.5123

Email cpbc@cpbc.com



November 2014

Dear First-Time Staff Applicant,

Thank you for your interest in serving at Covenant Point Bible Camp for the summer of 2015. We look forward to getting to know you during the application process as we discern God's plan for this summer's camping ministry at Covenant Point.

Our mission at CPBC is to present campers with the claims of Jesus Christ, and encourage them in their next step of faith. We come alongside campers of all ages, and through relationship-driven programs, share the reality of God's love and salvation through Jesus Christ. If you are excited about sharing your Christian faith, love to help kids grow, as well as work hard, then the Point may be the place for you to serve. If you wish to apply, please proceed as follows:

1. Return your **application and essay**, completed in full, along with a **cover letter** that introduces yourself and expresses why you desire to serve at Covenant Point.
2. Have **three personal references** sent directly to Covenant Point. References may not be relatives or peers. At least one reference must be from someone who can describe your faith journey.
3. Be prepared for an in-person or telephone **interview** sometime this winter or spring.

We begin hiring qualified people as early as December 1, as applications arrive. **No one will be considered until an application is received in full, including references.** If you are selected, we will call you to confirm your acceptance and follow up with an agreement form sent by mail. If you are not selected, you will also be notified. If you need to hear from us in order to make a decision between two jobs, please call or e-mail and ask about your status at Covenant Point. We know that qualified applicants often have competing opportunities. Also, if you accept another position, we would appreciate being notified.

The dates of staff assignment this summer are **May 31 to August 15**. Some waterfront, trips, and leadership staff will need to be available earlier. Certification for staff requiring Lifeguarding or Wilderness First Aid training will be conducted **May 26 – May 31**.

Again, thank you for pursuing ministry at Covenant Point. Please contact me if I can be of further help.

In Christ,

Rev. Erik Strom
Executive Director

Covenant Point Bible Camp

Summer Mission and Ministry Goals



Camp Mission: To present campers with the claims of Jesus Christ, and to encourage them in their next step of faith.

GOALS FOR THE CAMPER

1. **Present the Gospel**

Challenge each camper with a clear presentation of the Gospel, and provide opportunities to explore the meaning of the Gospel with his/her counselor, camp pastor and peers.

2. **Opportunity for Commitment**

Provide campers with clear opportunities for decisive responses of life commitment to Christ as well as for growth and discipleship.

3. **Faith Laboratory**

Provide an environment where campers may increase their knowledge of their faith and be challenged to decide what it means for their immediate behavior and attitudes in every camp activity. Staff and program will encourage and reinforce these new ideas.

4. **Community**

Provide the camper the powerful learning opportunity to live in a community in which the total staff models dependence upon God, and shows honest dealings with needs, conflicts, reconciliation and mutual commitment of a true covenant community.

5. **Spiritual Growth Skills**

Provide opportunities for developing skills in the use of scriptural resources, prayer, accountability and worship as resources for daily living.

6. **Personal Growth**

Provide the opportunity for each camper to grow in personal responsibility and motivation through assuming increasing responsibilities for self and others as appropriate to their age and ability.

7. **Unique Experience**

Provide an imaginative program offering the camper new challenges, adventure, discovery, fun and learning.

GOALS FOR CAMP STAFF

1. **Mission Mindset**

Hire staff who demonstrate a desire and ability to share their faith in Christ, who have a concern for and rapport with youth, and who desire to increase their personal skills for the achievement of the above goals.

2. **Mission Training**

Provide both an intensive pre-camp training for all staff to equip them for their position and daily in-service resource to unite them in prayer and concern for campers as well as for one another.

3. **Mission Community**

Develop a total staff team united in the purpose and function of their ministry.

Please keep this page as you prepare for the summer.

Covenant Point Bible Camp

Summer Staff Lifestyle Covenant

(Updated 11/21/2014)



The ministry of Covenant Point is reliant upon the quality of the staff who carry the gospel message, model healthy Christian living, create a community where campers and guests thrive, and deliver outstanding programs. We highly value our staff. We recognize the unique role and responsibilities of staff, both full-time and summer staff, as the key agents for ministry effectiveness.

The journey of discipleship, particularly for young adult staff, is a dynamic, developing adventure. While we desire that our staff demonstrate maturity in all areas of personal life and character, we also recognize that young adults are still being formed spiritually, emotionally, intellectually and socially. This ongoing formation best occurs in a healthy, accountable environment – the kind of environment provided by Christian community.

We look to the example of the apostle Paul and his young disciple, Timothy, who although young, was yet deemed capable by his mentor. “Don’t let anyone look down on you because you are young,” Paul writes to Timothy, “but set an example for the believers in speech, in conduct, in love, in faith and in purity.” (I Tim. 4:12). This is the model we seek for all our staff.

In this spirit, we ask staff to agree to the following lifestyle covenant, which addresses express behaviors expected from staff who engage our campers and guests, and focuses on actions emanating from a heart of faith in Christ, so staff set an example in speech, in life, in love, in faith and in purity. Applicants who cannot in good conscience agree to the lifestyle covenant are welcome to continue in conversation with camp leaders, or to seek employment elsewhere.

- **CPBC staff members willingly submit to the mission of the camp.**
 - I understand that personal matters (such as dating relationships, sexuality, fashion, theological convictions, political leanings, etc.) have the potential to distract from the ministry and a clear presentation of the Gospel.
 - I have done a thorough inventory of how my faith in Jesus transcends my own individuality, and I will serve alongside fellow staff members with integrity to that reality.
 - I am committed to being flexible and ready to serve the community’s needs beyond my particular job description when necessary.
- **CPBC staff members seek to live in ways that align with biblical teaching in all areas of personal and community life.**
 - I am committed to practicing personal disciplines (prayer, accountability, devotional reading, worship, etc.) that nurture my own walk with Christ, sharing Christ through both my actions and my words.
 - I am committed to healthy interpersonal relationships that reflect Christ’s teachings:

- I will not practice or tolerate gossip, slander, malicious humor, offensive or profane language, bullying or divisive behavior.
- I will seek to see Christ in each person, respecting his or her individuality, experience, perspective, gifts and background.
- I will speak the truth in love, communicate clearly, believe the best about one another, and allow room for mistakes.
- I will not practice or tolerate any form racism, sexism, cultural insensitivity, hazing, abuse or harassment.
- I am committed to self-discipline:
 - I will not use alcohol or tobacco products on Covenant Point property.
 - I understand that the abuse of alcohol or any substance may be cause for dismissal.
 - I understand that possession or use of pornography in all forms is prohibited.
 - In matters of sexual behavior, I will abide by the expectations of the Evangelical Covenant Church with regard to its position on human sexuality: practicing and teaching fidelity in heterosexual marriage and celibacy in singleness.
 - I understand that the way I present myself in social media matters – both for my own relationships as well as for the ministry of Covenant Point – and I will therefore present myself in a manner befitting of Covenant Point’s Christian mission in all online media.

As a member of the Covenant Point staff, I understand my unique role and responsibility in modeling a life of discipleship to Jesus Christ for campers and guests. As an indication of my understanding and willingness to honor Christ and the camp’s mission above all, I agree to abide by this Summer Staff Lifestyle Covenant and am willing to be supportive of the expectations of the Evangelical Covenant Church as long as I am employed by the camp.

Questions, concerns or comments are welcome - and may be directed to Erik Strom, Executive Director:

Covenant Point Bible Camp - 358 W. Hagerman Lake Road - Iron River, MI 49935
906.265.2117 - erik@cpbc.com

Please keep this page as you prepare for the summer.

Covenant Point Bible Camp

First-Time Summer Staff Application



Name: _____ Application Date: _____
Last First Middle Initial

Present Address:

If at school, include school name, dorm, CPO etc.

City: _____ State: _____ Zip code: _____ Cell Phone: _____

E-mail address: _____

Permanent Address: _____

City: _____ State: _____ Zip code: _____ Phone: _____

Birth date: ____/____/____ Driver's License # and State of issue: _____

Parent or Guardian Name (s): _____

Gender: () Male () Female Social Security #: _____

Church Membership: _____ Pastor: _____

Personal Information:

Do you have any dietary restrictions or allergies? () Yes () No If yes, please explain: _____

What size staff t-shirt would you request? () Small () Medium () Large () Extra Large () 2X Large

• Have you ever be convicted of a felony that relates to the job for which you are applying?	() Yes () No
• Are there charges pending against you, or have you ever been convicted of any crime related to the mistreatment, abuse, or molestation of children?	() Yes () No
• Have you ever been convicted or a felony related to workplace violence or terminated from employment due to being involved in any act of workplace violence?	() Yes () No

If you answered yes to any of the above questions, please explain. _____

Education Information:

Are you currently in school? () Yes () No Circle year completed by June: High School 11 12 College 1 2 3 4 5 Graduate 1 2 3

Current or last school you attended: _____ City: _____ State: _____

Are you a graduate? () Yes () No Degree earned/pursuing: _____ Field of Study: _____

Extra-Curricular activities: _____

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First-Time Summer Staff Application (continued)



Certifications:

Please note expiration dates and certifying organization if not American Red Cross.

Lifeguarding/First-Aid/CPR/AED: _____ First-Aid: _____ Wilderness & Remote First Aid: _____ **CPR/AED: _____ CPR: _____ Nursing: RN _____ Student _____ EMT (Emergency Medical Technician): _____	Red Cross Instructor: _____ Babysitting: _____ Advanced Child Care Training: _____ Other (ropes, boats, archery, etc.): _____ _____ _____ _____
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**CPR/AED is required for all summer staff. Call Covenant Point if you need assistance attaining CPR certification.

Volunteer Experience:

List most recent volunteer positions first. On the second line explain responsibilities and skills required for the position.

Organization	Position	Dates	Supervisor	Phone
1. _____ _____				
2. _____ _____				
3. _____ _____				

Employment Record:

List most recent employment first. On the second line explain responsibilities and skills required for the position.

Employer	Position	Dates	City / State	Phone
1. _____ _____				
2. _____ _____				
3. _____ _____				

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First-Time Summer Staff Application (continued)



Position Preferences:

Please number desired positions 1 to 4, in order of preference, 1 being the greatest.

Counseling Staff Positions

___ Lifeguard /Counselor
___ Counselor

Operations Staff Positions

___ Assistant Cook
___ Grounds Crew Supervisor
___ Videographer
___ Photographer/AV Tech
___ Student Nurse

Program Staff Positions

___ Summer Chaplain
___ Program Director
___ Assistant Program Director
___ Island Director
___ Assistant Island Director
___ Trips Guide
___ Assistant Trips Guide
___ Work Crew Mentor
___ Worship Leader
___ Waterfront Director
___ Assistant Waterfront Director
___ Arts and Crafts Director

Camp Skills:

Rate the following by: 1 = no experience; 2 = some experience; 3 = skilled; 4 = can teach

<u>Spiritual Life</u>		<u>Sports</u>		<u>Nature</u>	
Sharing Testimony	1...2...3...4	Archery	1...2...3...4	Astronomy	1...2...3...4
Planning Worship	1...2...3...4	Basketball	1...2...3...4	Animal Life	1...2...3...4
Leading Worship	1...2...3...4	Soccer	1...2...3...4	Botany	1...2...3...4
Group Bible Study	1...2...3...4	Softball	1...2...3...4	Geology	1...2...3...4
Leading Devotions	1...2...3...4	Volleyball	1...2...3...4	Aquatic Life	1...2...3...4
Praying in a Group	1...2...3...4	Rock Climbing	1...2...3...4	Tracking	1...2...3...4
<u>Wilderness Trips</u>		<u>Music</u>		<u>Group Activities</u>	
Backpacking	1...2...3...4	Leading Singing	1...2...3...4	High Ropes	1...2...3...4
Cooking	1...2...3...4	Lead Guitar	1...2...3...4	Low Ropes	1...2...3...4
Canoeing	1...2...3...4	Second Guitar	1...2...3...4	Drama/Improv	1...2...3...4
Fishing	1...2...3...4	Piano	1...2...3...4	Group Games	1...2...3...4
Orienteering	1...2...3...4	Solo Instrument	1...2...3...4	Other: _____	1...2...3...4
<u>Tech/Maintenance</u>		<u>Arts & Crafts</u>		<u>Waterfront</u>	
Photography	1...2...3...4	Drawing	1...2...3...4	Driving Ski Boats	1...2...3...4
Videography	1...2...3...4	Painting	1...2...3...4	Sailing Sunfish	1...2...3...4
Website	1...2...3...4	Woodworking	1...2...3...4	Sailing Hobie Cats	1...2...3...4
Graphic Design	1...2...3...4	Nature Crafts	1...2...3...4	Wind Surfing	1...2...3...4
Audio / Video	1...2...3...4	Knitting	1...2...3...4	Water Skiing	1...2...3...4
Maintenance Skills	1...2...3...4			Wake Boarding	1...2...3...4
Power Tools	1...2...3...4	Other: _____	1...2...3...4	Swimming	1...2...3...4

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First-Time Summer Staff Application (continued)



Applicant Agreement with Covenant Point Bible Camp:

Please read this agreement carefully. Your signature indicates assent to these conditions.

<p>The information given on this application is true and complete to the best of my knowledge. I understand that false or misleading information given in my application will be sufficient cause for rejection of this application and if I am employed, my employment may be terminated at any time.</p> <p>I understand that my application will be kept confidential by the camp administration. I accept that the information received about me by my references is not mine to see.</p> <p>I understand that investigation of all statements and references contained in this application may be necessary in arriving at an employment decision. I authorize Covenant Point to do a background check using Screen Now or similar resource.</p>	<p>I understand that Covenant Point is an "at will" employer, and therefore employment can be terminated at will by the camp or myself with or without cause. I understand that no representative of Covenant Point has the authority to make any assurances to the contrary.</p> <p>If I am employed by Covenant Point, I agree to read and comply with the rules, regulations, and policies of the camp and Harbor Point Ministries, including standards of ethics, conduct, and dress. Further, I will accept my proper responsibility as a member of the camp community.</p> <p>I understand that any photographs or recordings taken of me during the summer may be used in camp promotional materials.</p>
<p>Signature of applicant: _____</p> <p>Printed Name: _____ Date: _____</p>	

Covenant Point Bible Camp

First Time Summer Staff Application Essay Questions



The following questions are designed for us to get to know you. More than "right answers," we desire honest responses that reflect where and who you are. Please number and answer the questions in a separate typed document. No answer should be longer than two paragraphs.

*Please note: Former Work Crew members are considered first time applicants.

1. Describe your faith journey.
2. In what ways do you see yourself growing these days as a follower of Christ?
3. Read Matthew 20: 25-28. How do you see these words of Jesus applying to staff at CPBC?
4. While working at camp you will be called to be an encourager of next steps in others' faith journey. Describe an example of someone who has encouraged a next step of faith in your life.
5. Why do you want to serve at CPBC?
6. Describe your ideal job at Covenant Point, and tell us what you would enjoy doing here.

Covenant Point Bible Camp

Summer Staff Applicant Personal Reference Form



APPLICANT: Please complete the top portion of this form.

Applicant's Name: _____
Last First Middle Initial

Position(s) applied for: _____

By signing, I waive the right to review this form and agree to its complete confidentiality. I release Covenant Point Bible Camp, and the individual completing this reference form from any legal liability that may be derived from its contents.

Applicant's Signature: _____ Date: _____

REFERENCE: Please complete the remaining portion of this form.

The person named below has applied for work at a camp operated by the Central Conference of the Evangelical Covenant Church and has given your name as a reference. We appreciate your honest feedback in evaluating the applicant. The information written here will remain confidential. A representative from the camp may call you to confirm the reference. Please do not complete this form unless the applicant has completed the above portion.

Reference Name: _____
Last First Middle Initial

How long have you known the applicant? _____

What is your relationship to the applicant? _____

Please rate the applicant in the following areas relative to others at a similar level of development.
Skip areas you don't feel qualified to evaluate.

Work Habits

Self Starter 1 2 3 4 5 6 7 8 9 10 Procrastinates

Independent Thinker 1 2 3 4 5 6 7 8 9 10 Needs Instruction

Leadership Ability & Style

Takes Charge 1 2 3 4 5 6 7 8 9 10 Usually follows

Adapts Well 1 2 3 4 5 6 7 8 9 10 Struggles With Changing Circumstances

Social Interaction

Sought out by others 1 2 3 4 5 6 7 8 9 10 Avoided by others

Socially Awkward 1 2 3 4 5 6 7 8 9 10 Socially Adept

Brings unity 1 2 3 4 5 6 7 8 9 10 Divisive

Personality

Cold 1 2 3 4 5 6 7 8 9 10 Warm

Fun Loving 1 2 3 4 5 6 7 8 9 10 Serious

Covenant Point Bible Camp is an equal-opportunity employer, and does not discriminate on the basis of race, color, gender, or national origin.

Flexibility

- ☐ Excellent
☐ Good
☐ Average
☐ Poor

Judgment

- ☐ Excellent
☐ Good
☐ Average
☐ Poor

Dependability

- ☐ Excellent
☐ Good
☐ Average
☐ Poor

Rapport with youth

- ☐ Excellent
☐ Good
☐ Average
☐ Poor

Integrity

- ☐ Excellent
☐ Good
☐ Average
☐ Poor

Anxiety

- ☐ Never Apparent
☐ Rarely Apparent
☐ Sometimes Apparent
☐ Often Apparent

Health/Stamina

- ☐ Excellent
☐ Good
☐ Average
☐ Poor

Team Participation

- ☐ Excellent
☐ Good
☐ Average
☐ Poor

Humility

- ☐ Excellent
☐ Good
☐ Average
☐ Poor

Cooperation

- ☐ Excellent
☐ Good
☐ Average
☐ Poor

First Impression

- ☐ Excellent
☐ Good
☐ Average
☐ Poor

Creativity

- ☐ Excellent
☐ Good
☐ Average
☐ Poor

Servant Heart

- ☐ Excellent
☐ Good
☐ Average
☐ Poor

Spiritual Maturity

- ☐ Excellent
☐ Good
☐ Average
☐ Poor

Leadership Potential

- ☐ Excellent
☐ Good
☐ Average
☐ Poor

Critical Attitude

- ☐ Never Apparent
☐ Rarely Apparent
☐ Sometimes Apparent
☐ Often Apparent

Please describe a situation or interaction that you feel best illustrates the applicant's character, or ability to serve successfully in the position for which he or she applied.

If you had a child of camper age, would you want him or her placed under the direct care and influence of the applicant?
 () Absolutely () Yes, with slight reservation () No

Please assess the applicant's readiness and emotional health to work with children and peers in an intensive Christian camping experience.

Do you have any reason to believe the applicant is not fit to work in close contact or individual supervision of children?
 () Yes (Please explain) () No

Recommendation for position at Covenant Point Bible Camp:

() Strongly recommend () Recommend () Recommend with reservations () Do not recommend

Other comments:

Reference Name: _____
Last First Middle Initial

Daytime Phone: _____ Daytime Phone: _____ Email: _____

Signature: _____ Date: _____

Thank you! Please return this reference directly to:

Covenant Point Bible Camp (Attention: Betsy Stegbauer)

358 W. Hagerman Lake Rd Iron River, MI 49935

Phone: 906.265.2117 Fax: 906.265.5123 Email: cpbc@cpbc.com

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