



PARK RIVER

BIBLE CAMP

Summer Application

Summer 2019 Program Assistant application

If you are interested in working as a Bible Camp PROGRAM ASSISTANT you are invited to fill out this application.

Successful Applicants will:

A. Complete and submit an application form.

These may also be completed and submitted online

at: <http://www.parkriverbiblecamp.org/>

Paper applications may be mailed to:

Park River Bible Camp,
106 Solid Rock Circle
Park River, ND, 58270

B. Complete the appropriate portion on each reference form and give the forms to the three people you select to be your references. Ask them to return the forms to Park River Bible Camp as soon as they can. We recommend providing these people with a stamped, addressed envelope **or direct them to**

[http:// www.parkriverbiblecamp.org/employment/summerstaff/reference/](http://www.parkriverbiblecamp.org/employment/summerstaff/reference/)

where they can fill out and submit these forms on your behalf.

C. Complete a personal interview with Rebecca Kjelland– Director of Ministries or Adam Joraskie-Program Program Director. Call Rebecca at 701-331-9010 and Adam at 701-284-6795 to set up an interview.

If we choose to pursue your employment...

A. We will notify you

B. We will send you a Summer Staff Service Agreement (Contract)

The Summer Staff Service Agreement is pending upon the results of appropriate Background checks and your agreement to our Summer Staff Conduct Agreement.

If we send you a Summer Staff Service Agreement (a Contract) and you accept

A. We ask that you sign it and send it back to us as soon as possible.

B. We ask that you fill out some other forms as well.

These can be completed and sent in after the Staff Service Agreement.

These forms include: Permission to Conduct a Background check, an I-9, a W-4, Staff Health and Physical Exam Form, Summer Staff Conduct Agreement, and a Voluntary Disclosure Form.

Park River Bible Camp Summer 2019 Schedule

Sprouts Day Camp

June 3-August 16: Monday-Friday (8:00-5:30)

May

13-17: Program Assistants Training (only if on Program Staff)

17-18: High Ropes Course Training (starts at 8am on Friday May 17)

19: PRBC Summer Staff Arrive at 4:30pm

19-24: Staff Training Part 1

22: Jubilee Day Camp (1:00-4pm)

25-27: Staff OFF

28-31: VBS

June

3-6: Staff OFF

6-7: Camp Sioux Staff arrive

8-12: Camp Sioux 1

14-15: Staff OFF

15-19: Camp Sioux 2

21-23: Camp Good Mourning

24-28: Staff Training Part 2

30: PRBC Family Camp Banquet/Sunday Night Concert 7pm

July

June 30-3: Jubilee Camp

7-12: 4-6th Grade Adventure Camp 1

7-9: Mini Camp 1

14-19: Sr. High/Jr. High Week 1, 4-6th Grade Adventure Camp 2

18: Kinder Kamp 1 (10am-7pm)

21-26: 4-6th Grade Adventure Camp 3

21-23: Mini Camp 2

24: Kinder Kamp 2 (10am-7pm)

25: Kinder Kamp 3 (10am-7pm)

28-2: Jr. High Week 2, 4-6th Grade Adventure Camp 4

August

1: Kinder Kamp 4 (10am-7pm)

5-7: VBS (St. Matthew's)

8-9: Nursing Home visit (Park River, Grafton, Mountain, Walhalla, Cavalier, Langdon)

11: Last concert

12: Clean up week, pray, bonfire on the 15th with end of the summer BBQ.

14: Jubilee Day Camp

16: Last day of camp (clean up cabins and move out!)

Staff get paid once a month

Park River Bible Camp
2019 Summer Staff Application

Contact Information

Name: _____ Gender: _____
Current address: _____ Email: _____
City: _____ State: _____ Zip: _____
Cell phone: _____ Alternative Phone number: _____
Emergency Contact Person/Parent/Guardian: _____
Emergency Contact Person/Parent/Guardian phone: _____

Education

High School: _____ Graduation Date: _____
College: _____ Years: _____ Degree: _____
College: _____ Years: _____ Degree: _____
Graduate School: _____ Years: _____ Degree: _____

Church

You do not need to be Lutheran to apply, but you must be willing to support a Lutheran context of ministry.

Home congregation: _____ City: _____ State: _____
Pastor(s): _____

Church you most often attend: _____ City: _____ State: _____
Pastor(s): _____

Certifications

List current and past certifications. Mark "C" for current and "E" for expired.

____ Lifeguard—Expiration: _____ First Aid-Expiration: _____
____ CPR & AED—Expiration: _____ Other: _____ Expiration: _____

References

List 3 references, such as pastors, teachers, and employers (not your family members). Give each reference one of the attached forms along with a stamped and address envelope, or have them fill out a form on our website at: <http://www.parkriverbiblecamp.org/employment/summerstaff/reference/>

Name: _____ Company: _____
Position: (example: Pastor) _____ Phone: _____

Name: _____ Company: _____
Position: (example: Manager) _____ Phone: _____

Name: _____ Company: _____
Position: (example: Teacher) _____ Phone: _____

Position You are Applying For

Primary Role

_____ Program Assistant Position (\$350/week)

Secondary Roles

_____ Lifeguard (\$25 a week) Current Certifications required. (must do training May 17-18)

_____ Challenge Course (\$10 a week) Training is provided at the camp during the summer.

Criminal Disclosure: Have you ever been convicted of a crime? _____ If yes, please explain:

Working special weekends is not required. Let Becca know if you can work special weekends.

Special Weekends include: June 8-9(\$50), June 15-16(\$50), June 22-23(\$75), June 29-30(\$100). Circle all that you can do.

Please list here the dates of any time off needed: _____

Short Answer Questions

1. Why do you want to work at Park River Bible Camp/How did you hear about us?

2. Describe your own personal faith, growth in the past year, where you are at?

3. What, in your opinion makes a good staff member?

4. What leadership qualities/gifts do you bring to the PRBC team?

5. What other times have you had working in a leadership role?

6. Being on Program Staff will be your main job at camp. However, some weeks we will ask you to do other tasks and duties. How does this impact your desire to work at PRBC?