

## APPLICATION for the Privilege to Serve

email: Muskrat@evanscreekretreat.com

website: Evanscreekretreat.com

Mailing Address: PO BOX 532, STAYTON, OREGON 97383

Date\_\_\_\_\_ Position Applying For\_\_\_\_\_

(Please print clearly) Full Name\_\_\_\_\_

Address\_\_\_\_\_ City\_\_\_\_\_

State/Province/Country\_\_\_\_\_ Postal Code:\_\_\_\_\_

Email:\_\_\_\_\_ May we visit your on social media site?\_\_\_\_\_

Best time/day/number to contact you:\_\_\_\_\_ Cell # \_\_\_\_\_

Home Telephone/Area Code \_\_\_\_\_ - \_\_\_\_\_

Message/Alternate Phone \_\_\_\_\_ - \_\_\_\_\_

How did you hear about this opportunity?

### ALL ABOUT YOU...

Reason you desire a position serving in a Christian camp:

What are your primary short-term goals (next 6 months)?

Long term (Life) goals:

How could serving at camp help you reach these goals?

Have you ever had the opportunity to lead anyone to a knowledge of Jesus Christ?

List three of your strengths:

What would you consider an area in your life that could use improvement?

What qualities do you have that you would want to find in a camp staff person if you were the camper?

Describe any prior camping experience even if it is not an organized camp program:

Why do you think recreational camp opportunities benefit persons with disabilities?

List any experience serving others, especially youth, elderly, disabled, community service etc.:

Describe your experience in leadership roles, leadership potential or team skills:

What do you like to do for fun?

OTHER GENERAL INFO:

Last school attended / Highest level of education completed:

List scholarships, degrees, technical or vocational schooling, military training or training received in connection with previous employment you feel may apply or contribute to an effective service team:

Are you a military veteran? \_\_\_\_\_

Languages you speak or write (indicate fluency level):

Special gifts or talents you feel you have to offer:

Did you receive and read a copy of the service description/mission of Evans Creek Retreat? \_\_\_\_\_

Camp duties may require you to run, jump, lift, stand for long periods of time, and sit at picnic tables, Team members, for the sake of risk management must be able to hear and understand English directions and communicate directions in English to others. Camp duties also require good general health and stamina.

Please note that after a position offer, Evans Creek reserves the right to require a physical exam, or substance use analysis. You will be asked to perform certain essential functions and complete staff training at the camp expense with reasonable accommodation provided. In order to be compensated in wages, Federal Law requires that you are citizen of the United States or a legal alien and can prove you are authorized to work in the United States.

Camp is a drug free environment, including illegal drugs, alcoholic beverages, Marijuana, vaping, and tobacco products. Are you able to work and live comfortably in this lifestyle refraining from use for the period of service assigned? \_\_\_\_\_

Are you comfortable living away from the city life without television or movies? \_\_\_\_\_

List any family members you may need to consider camp housing for (spouse/children etc.):

Have you ever lived away from home before? \_\_\_\_\_ Have you ever slept outdoors? \_\_\_\_\_

Ever lived in a team community? \_\_\_\_\_ Ever kept a journal? \_\_\_\_\_ Do you swim? \_\_\_\_\_

If providing own transportation to camp, proof of auto insurance is required. Are you able to provide proof? \_\_\_\_ Yes \_\_\_\_ No

Describe any transportation assistance needed to get to/from camp:

Are you willing to receive any training required for a position offered? \_\_\_\_\_

Anticipated available start date: \_\_\_\_\_ When will you need to return to school or another job following your mission experience? \_\_\_\_\_

## CAMP SERVICE SKILLS

Please indicate any special certification or skills mastered:

**Head Cook/Food Service / Kitchen Help:** Current Food Handlers Certificate? Exp. Date \_\_\_\_\_

Experience preparing menus?

Purchasing?

**Clerical / Office** Typing / Word Processing Skills:

Computer Skills:

Customer Service Experience:

**Maintenance / Care-taking** List Previous Specific Responsibilities / Skills

**Administrative / Management** Describe position and level of responsibility

**Nursing / Health or Emergency Care Services** Current Licenses / Certificates Exp. Date \_\_\_\_\_

Describe experience:

**Swimming / Water Safety / Water Craft** Lifeguard / Small Craft or WSI Certificates Exp. Date \_\_\_\_\_

Indicate level of experiences in all areas listed below.

0) No knowledge 1) Tried / some skill 2) Experienced 3) Could teach

Archery \_\_\_\_\_ Boating/Rafting \_\_\_\_\_ Camp craft/Outdoor living skills \_\_\_\_\_ Arts /Crafts \_\_\_\_\_ Fishing \_\_\_\_\_

Hunting/Tracking \_\_\_\_\_ Dance \_\_\_\_\_ Types \_\_\_\_\_

Drama/Puppetry/Skits \_\_\_\_\_ Nature Lore \_\_\_\_\_ Outdoor Cooking \_\_\_\_\_ Rock Climbing \_\_\_\_\_ Singing / Music \_\_\_\_\_

Instruments played \_\_\_\_\_ Photography \_\_\_\_\_ Reading / Storytelling \_\_\_\_\_

Leading Devotions / Bible Study \_\_\_\_\_ Animal Care \_\_\_\_\_ Native American Lore \_\_\_\_\_ Hiking / Backpacking \_\_\_\_\_

Plant Care \_\_\_\_\_ Team Sports \_\_\_\_\_ Individual Sports \_\_\_\_\_

Non-Competitive Sports \_\_\_\_\_ Other Hobbies / Interests:

Other Experience, education or special interests not already listed:

**VERIFICATION**

**Last three past employers, which may be contacted for reference:**

Employer \_\_\_\_\_ Supervisors Name \_\_\_\_\_

Dates \_\_\_\_\_ Salary: \_\_\_\_\_ Phone \_\_\_\_\_

Responsibilities \_\_\_\_\_ Reason Left \_\_\_\_\_

Employer \_\_\_\_\_ Supervisors Name \_\_\_\_\_

Dates \_\_\_\_\_ Salary: \_\_\_\_\_ Phone \_\_\_\_\_

Responsibilities \_\_\_\_\_ Reason Left \_\_\_\_\_

Employer \_\_\_\_\_ Supervisors Name \_\_\_\_\_

Dates \_\_\_\_\_ Salary: \_\_\_\_\_ Phone \_\_\_\_\_

Responsibilities \_\_\_\_\_ Reason Left \_\_\_\_\_

**List three individuals that may be contacted which can provide a personal character reference for you:**

Name \_\_\_\_\_ Length Known \_\_\_\_\_ Age \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Vocation \_\_\_\_\_

Name \_\_\_\_\_ Length Known \_\_\_\_\_ Age \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Vocation \_\_\_\_\_

Name \_\_\_\_\_ Length Known \_\_\_\_\_ Age \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Vocation \_\_\_\_\_

**To speed the processing of your application you may enclose three letters of reference. No relatives please.**

All applicants will be asked to complete a "Voluntary Disclosure". Applicants over the age of 18 years will be required to pass a criminal background check, including a national sex offender search. Please initial here that you have been advised. \_\_\_\_\_

A separate release form to conduct background checks must be signed.

Any questions about the "Team Member Service Expectations"?

Best time and phone number to call to schedule interview:

Questions you may have at the interview:

Accommodations you may need to have for your interview:

## Team Member Service Expectations

*All persons that serve as a team member of Evans Creek Retreat or any program under the auspices of Evans Creek Retreat, whether receiving remuneration, intern credit or volunteer without benefits, are subject to the same policies, and work practices. Therefore, all must meet the essential Team Member Service Expectations to participate as a team member.*

*This document is designed to give clear interpretation to the general requirements for the fulfilling any team member service description although particular descriptions may vary slightly due to special service assignments based on necessary skill acquisition, certifications or education required (nurse, EMT, lifeguard, bookkeeper, cook, etc.). All team members will sign a service description unique to their qualifications, expected dates of service, benefits, and specific duties or additional assignments.*

- Three verifiable written character references (not relatives) and **no** criminal background.
- Resident Citizen or possess proper VISA
- Have reliable transportation/arrangements for transport to/from service site.
- Ability to lift & carry without assistance 40 lbs a distance of 20m lift with assistance 150 lbs.
- Good health and stamina, able to walk and carry items with hands, run 200m, jump, stand for a minimum of 6 hours daily, and climb to a top bed bunk.
- Ability to read, write, and listen to instructions/checklists/labels/signs in English.
- Ability to speak in English, fluency to facilitate clear instructions/receive & give feedback to team.
- Experience, knowledge, skill **or interest** in interacting with persons whose primary disability is cognitive challenges. Be a friend.
- Perform the role of a **mandatory reporter**. Understanding Evans Creek Retreat enforces a NO TOLERANCE policy regarding any form of abuse, bullying, harassment, or threat of violence toward another, including the use of profane language toward others.
- Refrain from the use of alcoholic beverages, Marijuana, vaping and tobacco products, illegal drug use, profane or sexual talk or permissive sexual behavior.
- Willingness and ability to teach, supervise, share skills and encourage others. Be a friend.
- Willingness to assist campers in enjoying recreational activities through personal interactions with campers. Be a friend.
- Willingness to participate as team member within a Christian camp community, adhering to the general purpose, philosophy and mission of Evans Creek Retreat. Be a friend.
- Willingness to sacrifice personal luxuries, space and privacy at times due to the nature of camp environment.
- Willingness to work and live out of doors, regardless of the weather conditions (within reason), enjoy creation and have fun
- Willingness to live on site at least during camp sessions in accommodations provided taking turns in a rotating basis for camper overnight/bunkhouse supervision.
- Ability to assess sanitary vs unsanitary conditions and make corrections, including basic housekeeping.
- Ability and willingness to interpret and follow camp wellness rules, safety regulations and procedures.
- Attend & participate in staff devotions and staff meetings.
- **If over 18 years of age:**  
Willingness to assist with personal hygiene and/or mobility need of campers as required by individual.
- Ability to plan and implement activities of interest to campers appropriate to their ability levels and goals.
- Ability to observe camper and/or staff behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures and apply behavior management techniques as instructed in camp policy.
- Physical ability to respond appropriately to situation requiring emergency intervention, or first aid. Visual & auditory ability to identify/respond to environmental or hazards of camp activities.

## **Mission and Purpose of Evans Creek Retreat and "Up Camp"**

The mission of Evans Creek Retreat is to facilitate hospitality in nature, through a partnership with God. Welcoming people of multi-ages, multi-cultures and multi-abilities to come to a deeper knowledge of their Creator through recreational and educational activities in creation. Demonstrating the love of God, friendship and daily celebrations of life with purpose through quality camp experiences.

### **Core Values**

Practicing hospitality, love and grace as defined in Romans 12 of the Bible. Stewardship of grace.

Obedience to a code of ethics, based in God's Word and exemplified in quality standards of service, exemplary management of business, honest and truthful dealings with all, including governmental, financial and interpersonal matters; guided by respect for self, others and nature and God.

Collaboration with nature, encouraging healing, revival of the spirit, renewing of the mind, and the refreshment found in celebrating individual purpose in life. Demonstrating and promoting responsibility for the natural world. Stewardship of our World.

Exercising creativity in meeting the needs of others by offering "back to basics" opportunities for discovery of individual gifts, skills, and talents, through service and affirmation. Stewardship of our gifts.

### **Program Goals**

Affirm the value of every life by investing in each individual, listening to needs and building character, empowering campers to use skills and abilities for responsible, healthy and safe adult living and positive relationships with others.

Provide camp activities with purpose. Involving campers in Intellectual, physical, emotional, spiritual and social growth opportunities that can be transitioned to home.

### **Affirmation of Desire to Serve**

**I recognize that Evans Creek Retreat does not discriminate with regards to gender, color, creed, religion, nationality, age or disability.**

I, the applicant, to the best of my knowledge, have responded truthfully in all statements contained in this application. I understand that falsification or omission of information may result in not being selected or the termination of my position. If accepted, and I consent to the service description; I will be accountable for the compliance and performance standards and policies of this organization. I verify that I am willing and able to perform the "Team Member Service Expectations" as previously described. I affirm my commitment to wholesome life choices, and will refrain from illegal drugs, alcoholic beverages, marijuana, vaping and tobacco products while in camp service. I will conduct myself ***in and away*** from camp in such a manner as to be a credit to myself, the camp and the Lord Jesus Christ, the camp represents.

I have enclosed a "Voluntary Disclosure". If 18 years or older, additionally I give permission to obtain a criminal background check, including a national sex offender search, driving record and social security number verification.

**SIGNATURE** \_\_\_\_\_ **Date** \_\_\_\_\_

**Printed Name** \_\_\_\_\_ **Birthdate** \_\_\_\_\_

**VOLUNTARY DISCLOSURE** PRINT CLEARLY

Full Legal Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Please list any nicknames, maiden names or previous names used for identification

\_\_\_\_\_

Permanent Physical Address (address when not attending school): No Post Office Boxes

\_\_\_\_\_

Current Residence House Number, Street, Apt/Box#, City State/Province, Zip/Postal Code

\_\_\_\_\_

Email Address \_\_\_\_\_

Phone Number (\_\_\_\_\_) \_\_\_\_\_ Cell Phone (\_\_\_\_\_) \_\_\_\_\_

Driver's License # \_\_\_\_\_ State Issued \_\_\_\_\_ Expiration Date \_\_\_\_\_

License Special Conditions/Restrictions \_\_\_\_\_ Class \_\_\_\_\_

List states/countries in which you have held a drivers operating license or permit:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Previous residence(s) for the last five years (include college, military and home residences):

\_\_\_\_\_ How long \_\_\_\_\_  
\_\_\_\_\_ How long \_\_\_\_\_  
\_\_\_\_\_ How long \_\_\_\_\_  
\_\_\_\_\_ How long \_\_\_\_\_  
\_\_\_\_\_ How long \_\_\_\_\_

Continue on separate paper if necessary.

Evans Creek Retreat (ECR) and any program operating under its auspices requires all team members to sign a commitment before service placement which clearly expresses ECR's zero tolerance in regard to person abuse. Any form of physical, mental, emotional, sexual or financial abuse is punishable by law and ECR is bound by law to report allegations of abuse to proper authorities. Annual training will be provided to every team member regarding prevention, recognition and reporting procedures.

**All camp team members are mandatory reporters.** All reporting is kept confidential and will in no way harm a team member's position with this organization.

There is help for those struggling with inappropriate attraction to minors or pornography:  
"Hope for the Heart", 1-866-570-4673.

## Voluntary Disclosure Response

The answers to the following must be completed to be considered for service placement and will be required for review every year thereafter.

Please answer in your own handwriting, "yes" or "no". You may offer additional comments.

Have you ever been convicted of a crime or municipal ordinance violation in any Federal, State, or Municipal court?

Have you ever pled guilty, been found guilty, and entered a plea nolo contendere or an afford plea of guilty for **any** offense involving a minor child, elderly or disabled person?

Have you ever been placed on **any** local, state, or federal registry for sex offenders?

Have you ever been sued in a civil court of law where the allegations in the suit involved illegal, inappropriate, or sexual conduct or contact with a minor child?

Have you ever been adjudged liable for civil penalties or damages involving any crime against another person (whether child or adult) physical, mental, emotional, sexual or financial?

Have your parental rights ever been terminated for reasons involving sexual or physical abuse?

Is there any comment you would like to make regarding the above disclosure?

This disclosure will be updated annually.

In signing below, I understand that my application or continuation for/in a team member position may be denied based on answers of any of the questions above. In applying for a team member position, I understand the information which I have furnished on this form is subject to verification, which will include a four verifiable reference checks, a criminal history check, a record request from the Central Registry of Child Abusers/National Sex Offender Registry and may possibly include fingerprint verification through the Department of Justice.

Evans Creek Retreat may terminate team membership whether employment or volunteer service of any person found to have a history of complaints of abuse and/or found to have resigned, been terminated or been asked to resign from a position whether paid or unpaid, due to complaint(s) of any form of abuse.

I affirm that all the statements and information regarding my place of residence(s), driver's operating license and other personal identification information in this document are true.

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

Printed Name \_\_\_\_\_