

# Heartland SEP 2019 Volunteer Staff Application

STAFF APPLICATION DEADLINE: **APRIL 15, 2019**



**OFFICE USE ONLY**

Date Rec'd \_\_\_\_\_  
 Accept \_\_\_\_\_  
 Position(s) \_\_\_\_\_  
 Deny \_\_\_\_\_



**AN APPLICATION FEE OF \$50 MUST BE INCLUDED WITH YOUR APPLICATION**

| STAFF RETREAT & CAMP LOCATION | STAFF RETREAT DATES    | COUNSELOR TRAINING            | CAMP STAFF ARRIVAL DATE | CAMP STAFF DEPARTURE DATE |
|-------------------------------|------------------------|-------------------------------|-------------------------|---------------------------|
| EAGLE CREST CAMP              | FRIDAY, MARCH 29 –     | FRIDAY, JULY 26, 2019 - 10 AM | FRIDAY,                 | SATURDAY,                 |
| CENTRAL ILLINOIS              | SUNDAY, MARCH 31, 2019 | AT EAGLE CREST CAMP           | JULY 26, 2019           | AUGUST 3, 2019            |

**Camper session runs from Sunday, July 28 through Saturday, August 3, 2019**

Please fill out application completely so we may place you in the position that best serves your gifts and talents

## Applicant Information PLEASE PRINT

First Name \_\_\_\_\_ Middle Name \_\_\_\_\_ Last Name \_\_\_\_\_

Mailing Address \_\_\_\_\_ (Circle): **Male / Female**

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Email Address \_\_\_\_\_ Main Phone ( ) \_\_\_\_\_

Birth Date (month/day/year) / / Age at Camp 2nd Phone ( ) \_\_\_\_\_

**Adult T-Shirt Size (Circle): S (34-36) M (38-40) L (42-44) XL (46-48) 2XL (52) 3XL (56) 4XL (60) 5XL (64)**

**For Staff Attending with Mini-Campers** (children less than 10 years old): How many children will attend with you? \* \_\_\_\_\_

*\*Only 1 parent should fill out this question. Mini-Camper health forms and applications will be sent to you in your acceptance packet.*

**All mini-campers must have a separate application and health form completed and submitted.**

**NOTE:** Because HSEP does not charge tuition for mini-campers, **they must be your own children** (exceptions must be reviewed and approved by the HSEP camp director).

## Camp Experience

Have you **attended** a Generations/SEP camp as a **camper**? (Circle): **YES / NO** Year(s)/Location(s) \_\_\_\_\_

Have you ever **served as a camp staff member**? (Circle): **YES / NO** Year(s)/Location(s) \_\_\_\_\_

If staff, in what position(s) have you served? \_\_\_\_\_

## Church Affiliation Please check all that apply

I attend church services regularly: \_\_\_\_\_  
Name and location of church/congregation

I am an adult-baptized member of the following church: \_\_\_\_\_

I am involved in ministry/serving as follows: \_\_\_\_\_

## Describe your relationship with Jesus Christ

## Why would you like to be a Heartland SEP Staff Volunteer?

(continued on next page)

**References:** Two (2) recommendation forms should be completed and submitted separately by the references listed below if not on file.

Please have **two (2) recommendation forms completed:** one from your **pastor** and one from a **responsible adult** (not related to you), who are knowledgeable of your ability to work with youth, in ministry, and in the specific areas for which you are applying. Additional forms may be downloaded from [www.heartlandcamp.org](http://www.heartlandcamp.org).

|                              |              |  |
|------------------------------|--------------|--|
| Name of your Pastor          | Phone Number | Relationship to Applicant<br><b>Pastor</b> |
| Name of additional reference | Phone Number | Relationship to Applicant                  |

**Spiritual Gifts** If known, please list up to three (3) of your spiritual gifts

|                   |                   |                   |
|-------------------|-------------------|-------------------|
| Spiritual Gift #1 | Spiritual Gift #2 | Spiritual Gift #3 |
|-------------------|-------------------|-------------------|

**Preferred Volunteer Staff Positions:** After filling out the Skills, Interest, and Experience Inventory on Page 4 list your preferred positions below with supporting information. Please be specific and decisive – do not write “wherever”, “whatever needed”, “any”, etc.

|               |  |
|---------------|--|
| First Choice  | Relevant Experience/Training/Certification |
| Second Choice | Relevant Experience/Training/Certification |
| Third Choice  | Relevant Experience/Training/Certification |

I have the following **current** certification(s):  CPR  EMT  First Aid  Lifeguard  Other \_\_\_\_\_

Does the applicant have a condition that limits or prohibits his/her physical activity? (Circle): **YES / NO**

If yes, please explain below. If no response is given, Heartland SEP will conclude that the applicant can engage in all camp-related activities.

**Additional Information:** This supplemental information is required for applicants for volunteer service at Heartland SEP whose desired position includes, or might include, working with, or in close proximity to, minors.

Do you ever drink alcohol to the point of drunkenness? (Circle): **YES / NO**

Do you use illegal drugs? (Circle): **YES / NO**

Have you ever been arrested for or convicted of a crime? (*You may exclude certain misdemeanors the law exempts from disclosure. Conviction will not necessarily disqualify you.*) (Circle): **YES / NO**

Have you ever been arrested for or convicted of child abuse, child molestation, child neglect, sexual assault, rape, or any other sex crimes, drug crimes or violent crimes? (Circle): **YES / NO**

Have you ever had a civil judgment entered against you or is there a pending complaint against you concerning intentional injury against others or your treatment of minors? (Circle): **YES / NO**

Date(s) of arrest/conviction(s) \_\_\_\_\_ Case number(s) \_\_\_\_\_

Location(s) of arrest/conviction(s) \_\_\_\_\_

Is any such criminal or civil case currently pending against you or on appeal? (Circle): **YES / NO**

What were you convicted of? What was the judgment entered against you? \_\_\_\_\_

Penalties/terms of judgment imposed \_\_\_\_\_

(continued on next page)

## Volunteer Staff Service Request and Applicant Certification

- I, the undersigned, agree to donate my time at Heartland SEP as staff without expectation of payment or compensation. I understand that my room and board will be provided as a courtesy at the Heartland SEP site, if accepted.
- I also understand that if accepted as a volunteer, this service relationship is mutually agreed-upon and is terminable at will by either party.
- I certify that to the best of my knowledge the information provided by me in this application is accurate, complete and without material omission. I authorize Heartland SEP to investigate the statements contained in the application. I also release Heartland SEP and any person, company or institution that provides Heartland SEP with information concerning my background from any and all liability or claims that may result from the investigation, use or disclosure of such information, and/or any damage that may result. I understand that any misrepresentation, falsification, or material omission of information on this application may result in my failure to receive an offer, the withdrawal of an offer, or if I am accepted as staff, in my dismissal from staff position.
- I understand that this application augments all other applications previously submitted to Heartland SEP by the undersigned applicant.
- I understand that Heartland SEP does not provide personal medical or health insurance, and that it is my responsibility to provide personal insurance.
- Heartland SEP may use any photos or videotapes taken of me at any camp event in their publications or those of their sponsor, Grace Communion International.
- I agree with the "Statement of Beliefs" and support the policies of Heartland SEP.
- In keeping with its Christ-centered mission Heartland SEP sets high standards of personal conduct. These standards include rules against intoxication or possession of intoxicants, sexual misconduct, use or possession of illegal drugs, misuse of legal drugs, stealing, smoking, disorderly conduct, intentional destruction of property, refusal to cooperate with Heartland SEP personnel or any conduct or attitudes not in keeping with Christian standards.
- I understand that staff members who do not abide by the rules and policies of Heartland SEP, or whose conduct or attitude undermine the wholesome, positive, and Christ-centered camp environment, may be dismissed, and their travel arrangements to return home will be made at their own expense.

**THE UNDERSIGNED HAS CAREFULLY READ THIS CERTIFICATION AND FULLY UNDERSTANDS AND AGREES WITH ALL OF THE ABOVE.**

\_\_\_\_\_  
Applicant's signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/guardian's signature  
(Required, if applicant under 18)

\_\_\_\_\_  
Date

## Application Process

**DEADLINE:** Apply no later than **April 15, 2019**. **Completed applications will be reviewed as they are received.** Information packets will be sent to the Heartland SEP staff volunteer upon acceptance.

**INCOMPLETE APPLICATIONS WILL BE RETURNED**

### APPLICATION CHECKLIST:

- Enclosed completed application**
- Attached recent photo** (taken within the last year)
- Completed Skills, Interest, and Experience Inventory**
- A check for \$50 made payable to "Heartland SEP" for the application fee**
- Two (2) recommendation forms sent to your references for completion**

MAIL COMPLETE APPLICATION PACKAGE  
INCLUDING THE \$50 APPLICATION FEE TO

**Linda Holmes**

**PO Box 46, Woodhull, IL 61490**

Email: moms727@divcominc.net Phone: 309-334-2500

Visit our website: [www.heartlandcamp.org](http://www.heartlandcamp.org) for forms and updates

Heartland SEP is a private, non-profit entity sponsored by the Generations Ministry of Grace Communion International. Our purpose is to promote Jesus Christ and His way of life to all participants. Campers and staff of all nationalities, races and denominations are encouraged to join us as we share in Christian worship and life.

(continued on next page)



# SKILLS, INTEREST, AND EXPERIENCE INVENTORY

Please supply the information that will help us place you on staff so as to best serve Heartland SEP

Name: \_\_\_\_\_ Date Completed: \_\_\_\_\_

Please complete the following using a scale of 1 - 5, where 1 = "just a little" and 5 = "a lot"

| Skills  | Interest (1 - 5) | Ability Level (1 - 5) | Experience (1 - 5) | List Certifications & Qualifications<br><small>(attach additional sheets if necessary)</small> |
|---|------------------|-----------------------|--------------------|--|
| Accounting/Bookkeeping                            |                  |                       |                    |  |
| Archery   |                  |                       |                    |  |
| Arts & Crafts                                     |                  |                       |                    |  |
| Audio/Visual                                      |                  |                       |                    |  |
| Basketball  |                  |                       |                    |  |
| Belaying/Climbing Wall                            |                  |                       |                    |  |
| Computer Skills                                   |                  |                       |                    |  |
| First Aid/CPR                                     |                  |                       |                    |  |
| Custodial/Maintenance                             |                  |                       |                    |  |
| Dance (list styles, e.g. ballroom, hip-hop, etc.) |                  |                       |                    |  |
| Dorm Counselor                                    |                  |                       |                    |  |
| Early Childhood Education                         |                  |                       |                    |  |
| EMT   |                  |                       |                    |  |
| Food Services/Chef/Kitchen                        |                  |                       |                    |  |
| Football  |                  |                       |                    |  |
| High Ropes  |                  |                       |                    |  |
| Knot tying/Lashing                                |                  |                       |                    |  |
| Lifeguard/Waterfront Supervision                  |                  |                       |                    |  |
| Medical/Doctor/Nurse                              |                  |                       |                    |  |
| Music/Instrument (what instrument?)               |                  |                       |                    |  |
| Music/Vocal                                       |                  |                       |                    |  |
| Nature – Conservation Skills                      |                  |                       |                    |  |
| Office/Clerical                                   |                  |                       |                    |  |
| Orienteering – Map & Compass                      |                  |                       |                    |  |
| Performing Arts/Drama                             |                  |                       |                    |  |
| Photography                                       |                  |                       |                    |  |
| Radio/Broadcasting                                |                  |                       |                    |  |
| Retail Sales                                      |                  |                       |                    |  |
| Security & Safety                                 |                  |                       |                    |  |
| Soccer  |                  |                       |                    |  |
| Softball  |                  |                       |                    |  |
| Tennis  |                  |                       |                    |  |
| Team Building/Challenge Course                    |                  |                       |                    |  |
| Tent Camping                                      |                  |                       |                    |  |
| Videography                                       |                  |                       |                    |  |
| Volleyball  |                  |                       |                    |  |
| Worship Leader                                    |                  |                       |                    |  |

Please supply additional experience and qualifications you have that you feel will be relevant: (attach additional sheets if necessary)

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