



PORTAGE LAKE
B I B L E C A M P

STAFF APPLICATION
SUMMER 2018

CONTACT INFO

Full name: _____
Age on June 1st: _____ Gender: M/F Birth date: _____
Permanent Street Address: _____
Permanent City, State, Zip: _____
School Mailing Address (if different from above): _____
School City, State, Zip: _____
Phone # for an interview: (_____) _____ - _____
Email address: _____

STAFF SHIRTS

T-Shirt size (please circle one) S M L XL XXL
Sweatshirt size (please circle one) S M L XL XXL

JOB INTERESTS

(Only mark the positions you are applying for with number 1, 2 and 3, 1 being your first choice.)

___ Counselor

Circle your preference: Lifeguard certification OR High Ropes certification

___ S.W.I.M. Team Director

___ Worship Director/Media Assistant

___ Waterfront Director*

___ Canteen/Cool Beans Director

___ Ropes Director**

___ Activities Director

___ Trips Director*

___ Maintenance Staff

___ Media Director

___ Kitchen Staff

___ Office & Nurse's Assistant

*Specific certifications required

**Certifications completed during staff training

EDUCATION

Please indicate the amount of schooling you will finish by June 2016.

High School Name & Location: _____

Grade Completed: _____ Dates Attended: _____ Diploma Received? Y/N

College Name & Location: _____

Grade Completed: _____ Dates Attended: _____ Diploma Received? Y/N

Major (s): _____

Additional Education School & Study: _____

Years Completed: _____ Dates Attended: _____ Diploma Received? Y/N

ADDITIONAL INFO

Extra Curricular Activities (*i.e. church, community, school, etc.*):

Current Church Home: _____

Pastor/Youth Pastor: _____

Camp Experience

Have you ever been a staff member at any summer camp besides Portage Lake? Y/N

Camp Name: _____

Supervisor: _____

Please list any camps you have attended as a camper: _____

Personal History

Have you ever been convicted of a crime? Y/N

If yes, please explain: _____

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? Y/N

If yes, please explain: _____

Have you ever been denied the opportunity to work with children in any capacity? Y/N

If yes, please explain: _____

Have you ever been convicted of any crime related to the mistreatment, abuse or molestation of children? Y/N

EMPLOYMENT HISTORY

Please list your last three jobs, beginning with the most recent. These employers may be contacted by Portage Lake for references.

1. Company Name: _____

Position Title: _____

Phone Number: (_____) _____ - _____ Dates Employed: _____

Supervisor's Name: _____

Reason for Leaving: _____

Brief Job Description: _____

2. Company Name: _____

Position Title: _____

Phone Number: (_____) _____ - _____ Dates Employed: _____

Supervisor's Name: _____

Reason for Leaving: _____

Brief Job Description: _____

3. Company Name: _____

Position Title: _____
 Phone Number: (____) _____ - _____ Dates Employed: _____
 Supervisor's Name: _____
 Reason for Leaving: _____
 Brief Job Description: _____

RELATED SKILLS

Please rate by circling for: 1=no experience, 2=some experience, 3=skilled/able to teach

Music

Singing	1	2	3
Guitar	1	2	3
Drums	1	2	3
Piano	1	2	3
Bass	1	2	3
Other*	1	2	3

*Please specify _____

Sports

Basketball	1	2	3
Soccer	1	2	3
Softball	1	2	3
Volleyball	1	2	3
Canoeing	1	2	3
Other*	1	2	3

*Please specify _____

Spiritual

Lead devotion	1	2	3
Lead worship	1	2	3
Bible study	1	2	3
Testimony	1	2	3
Group prayer	1	2	3
Other*	1	2	3

*Please specify _____

Technology

Photography	1	2	3
Videography	1	2	3
Web design	1	2	3
Sound booth	1	2	3
Other*	1	2	3

*Please specify _____

Miscellaneous

Low ropes	1	2	3
Belaying	1	2	3
Drama/skits	1	2	3
Power boats	1	2	3
Sunfish	1	2	3
Other*	1	2	3

*Please specify _____

Certifications (circle all that apply)

CPR: good through: ____/____
 First Aid: good through: ____/____
 Lifeguard: good through: ____/____
 EMT: good through: ____/____
 Ropes : good through: ____/____
 Other*: good through: ____/____

*Please specify _____

QUESTIONS

Please answer the following questions typed, on a separate piece of paper and attach to your application. Please use more than three sentences but do not use more than three paragraphs per question.

1. Why do you want to work at Portage Lake Covenant Bible Camp?
2. Please give a brief history of your faith. How did you come to know Jesus Christ?
3. How are you seeking after God now?
4. What strengths, characteristics, and gifts would you bring to our Christian community? (If you have taken StrengthsFinder, please share)
5. Share about a time you failed and how you responded. What came out of that experience?
6. Please share what personal challenges you may have while on staff.
7. Is there any additional information you would like us to know?

REFERENCES

New staff must have 3 references. Last summer's staff are only required to have 1 new reference. Former SWIM Team must have 3 references.

List your references below and direct them to the link on our website or forward them the link listed below. You may not use family members, anyone under the age of 18 years old or a current Portage Lake staff member as references. References should NOT be peers. You must have at least one spiritual reference (i.e. pastor or mentor).

1. Name: _____
Relationship: _____ Phone #: (____) _____ - _____
2. Name: _____
Relationship: _____ Phone #: (____) _____ - _____
3. Name: _____
Relationship: _____ Phone #: (____) _____ - _____

Applications cannot be processed until all three reference forms have been received.
It's the applicant's responsibility to see that we receive all documents.

References can be directed to fill out the Google Form found at portagelake.org under the headers "Summer>Other>Summer Staff" or copy the following link:
<https://goo.gl/forms/FVJAlhRQp8cwoOy1>

FINAL DETAILS

When you have...

1. Filled out the application
2. Finished the questions
3. Include a current photo
4. Passed along reference form link

...then send your completed application to us!

Once we receive your application and references, we will schedule an interview with you. Feel free to call camp if you haven't heard from us and you're too excited to wait!

Please send applications to:
PORTAGE LAKE COVENANT BIBLE CAMP
ATTN: STAFF APPLICATIONS
4158 CAMP DELIGHT RD.
ONEKAMA, MI 49675

I hereby certify that all information I have provided to Portage Lake is true. I give my permission for Portage Lake and its agents to attempt to verify the information that I have provided by questioning my references, employers, schools, friends and family members. Anyone who is contacted by Portage Lake shall be permitted to release all information that they possess about me to the camp. I understand that if, in the sole opinion of Portage Lake, I have provided false or misleading information that my application will be rejected. If I was accepted prior, I will be terminated immediately.

Applicant's Signature: _____ Date: _____
Parent/Guardian Signature (if under 18): _____ Date: _____