

## Staff Application 2017

Decisions for Directors & Senior Staff will be made beginning November 16, 2016

For all other staff beginning March 2017

This application will be reviewed by NCNC Conference Staff, and members of the Youth & Outdoor Ministries Committee. This application will be kept on file.

**Please return pages 1-3**

**Minimum age requirements:**

Jr. Camps: Director: 20, Counselors: 18

**Jr. High Camps:**

Director: 21, Counselors: 19

**Sr High Camps:**

Director: 25, Counselors 23

Once you have submitted, you will receive further instructions for Live Scan fingerprinting and online safety training which you must fulfill to complete your application.

Submit this application by email to:

[sonny@ncncucc.org](mailto:sonny@ncncucc.org)

**By Mail to:**

Sonny Graves  
NCNC UCC  
401 Roland Way  
Suite 260  
Oakland, CA 94501

Contact us:  
(510) 247-8990

I am applying for the position/s of (check all that apply)

- Director**
 **Chaplain**  
 **Counselor**
 **Cook** (Camp Tamarack only)  
 **Health Supervisor** (You must be a physician, registered nurse, vocational nurse, or possess 15 hours of health and safety training. Include all relevant documentation of your work experience with your application.)  
 **Life Guard** (Requires American Red Cross or equivalent certification in Advanced Lifesaving. Please include documentation with your application)

**Name:**

**Gender & Pronoun:**

**Birthdate:**

**Address:**

*Street*

*City*

*State*

*Zip Code*

**Preferred Phone:**

**Email:**

**Occupation** (if you are student, include your grade/college):

**Number and ages of children/dependents:**

**Local Church:**

**Pastor:**

**Pastor's Phone:**

Please list your previous camp staff experience, including camp, year, & position:

**\*All Staff are required to attend a one time, all day Saturday training in the Spring, and come to the campsite one day before youth arrive for staff training. By initialing you understand that both of these are requirements for serving as staff for the Camps, no exceptions made. Initial:**

Please list, and rank, the positions in which you are applying for. For example, the position you want the most rank, "1", your second preference, "2", etc.

Camp	Age	Dates	Rank	Position
Mid-Winter	Grades 6-8	January 14-16		
Feb Camp	Grades 9-12	February 18-20		
Caz You & Me	Grades 1-3	July 6-9		
Caz Sr. High	Grades 10-12	July 8-15		
Caz CIT	Grade 12 & up	July 15-22		

Caz Junior	Grades 4-6	July 15-22		
Tam Jr./Jr. High	Grades 5-8	July 15-22		
Tam Sr. High	Grades 9-12	July 22-29		
Caz Jr. High	Grades 7-9	July 22-29		
Caz Family Camp	All Ages	August 3-6		
Tam Adult	18 and Up	August 10-13		

Is there anyone you would like the Outdoor Ministries leadership to consider partnering you with?:

Please answer the following questions as thoughtfully, and honestly as possible. You may attach a separate sheet of paper if necessary:

**1. What strengths, skills, and gifts would you bring to the team of Camp Staff?**

**2. How would you describe your leadership style, and ability to work in a team setting?**

**3. What do you expect will be your challenges or growing areas as a member of Camp Staff?**

**4. What excites you about helping youth in Christian community & camp grow in their faith?**

**5. What is your current involvement in your local Church?**

**6. What else would you like us to know about you?**

**Returning staff are not required to provide letters of reference.**

Your director's evaluation from previous years will serve as a reference.

**New staff are required to submit two letters of reference.** One of these reference forms should be completed by a member of the pastoral staff of your church, the other should be completed by a person – not related to you – who has known you for at least five years.

### References

Have you been on an NCNC UCC staff within the past two years?

\_\_\_\_\_ Yes \_\_\_\_\_ No

If **yes**: You are considered **returning staff**, and no references are required.

If **no**: You are considered **new staff**, and are required to submit references.

From whom should we expect Reference Response forms?

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Relationship: \_\_\_\_\_

**Ask your reference to *send the reference forms at the end of this application to YOMC/Sonny Graves at:***

**401 Roland Way Suite 260, Oakland, CA 94621**

[sonny@ncncucc.org](mailto:sonny@ncncucc.org)

### CAMP STAFF COVENANT AGREEMENT

While serving as volunteer staff with the Northern California Nevada Conference UCC, I will not discriminate against any person because of their age, gender identity, race, ethnicity, sexual orientation, dis/ability, or marital status. I will strive to uphold an environment that honors our differences, and values our distinct identities. I affirm that I have never been fired, terminated, or censored, or faced review from any employment or volunteer activity due to an attempt to, or an engagement in discrimination, harassment, exploitation, physical abuse, or drug or alcohol related activities. ***If I have, I agree to attach an explanation on an attached page.*** I have never been required to participate in a reconciliation process as a result of breaking said covenant at a NCNC-UCC youth event. ***If I have, I have provided names and contact information for the persons who oversaw my process of reconciliation along with a description of that process for myself.***

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Thank you for your application! Have you:**

- Filled out both pages of the application**
- Included all relevant certificates & documentation of training**
- Set a reminder to complete your LiveScan fingerprinting, and online training once they are sent to you**
- Contacted two references to send your letters to the Conference Offices**

**If you answered yes to each of these items and have received confirmation from the YOMC/Conference Offices of their receipt, then you have completed your application! Please await a final decision of your hiring.  
May God Bless You !**

## Reference Response Form (1)

Thank you for completing this Reference Response Form. The information you provide will be used to determine the appropriateness of this applicant to be on camp staff with the Northern California Nevada Conference, United Church of Christ. Please feel free to use the back of this sheet or additional paper if necessary. Your response will be kept confidential within the Conference Staff and Youth & Outdoor Ministries Committee.

Name of Applicant for whom you are providing a reference:

Your Name:

Street Address: \_

City/State/Zip:

Phone Number:

E-mail Address:

How long have you known the applicant?

What is your relationship to the applicant?

What strengths does the applicant bring to the task of relating to children in the camp setting?

What challenges will the applicant have as a camp staff person?

Do you know of any reason the applicant should not be on camp staff? Please explain.

Other comments:

May we contact you if further information is needed?

Your signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Please return this form directly to:**

Attn: Sonny Graves, NCNC UCC  
401 Roland Way Suite 260  
Oakland CA 94621  
Email: [sonny@ncncucc.org](mailto:sonny@ncncucc.org)

## Reference Response Form (2)

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