



5389 Route 447 Canadensis PA 18325

PHONE: 570-595-7505

Owned and operated by Franconia Mennonite Camp Association, Inc.

## SUMMER SERVICE APPLICATION

\* Retreat Center \*Wilderness Camp \*Day Camp \*SIT

### GENERAL INFORMATION

Full Name \_\_\_\_\_ Date \_\_\_\_\_ Sex: M F DOB \_\_\_\_/\_\_\_\_/\_\_\_\_

Social Security Number: \_\_\_\_\_ Marital Status:  Single  Married  Separated/Divorced

Permanent Address	
Street address	
City, State, Zip Code	
Dates when at this address	Phone
E-mail (very important for communication with Spruce Lake)	

School Address (if applicable)	
Street address	
City, State, Zip Code	
Dates when at this address	Phone
E-mail (very important for communication with Spruce Lake)	

\* We will send you an email to verify that we have received your application and that we have your correct address; if you do not receive that email, please contact us by phone.

First Date Available \_\_\_\_\_ Last Date Available \_\_\_\_\_ Dates Not Available \_\_\_\_\_

\* Training usually starts in the beginning of June and employment runs through the end of August; for the sake of staff unity and ease of scheduling, availability may be a factor in hiring.

**SIT Applicants:** Please mark your first and second sessions of preference.

\_\_\_\_ SIT 1 (June 18-July 7)

\_\_\_\_ SIT 2 (July 9-28)

### REFERENCES / GUIDELINES

*It is understood that in completing the reference information below you are giving permission for Spruce Lake to conduct a reference on you, waiving any right to see that reference, and releasing the persons listed and Spruce Lake from any liability with regard to information disclosed on the reference.*

- Please list four references** who know you well: two character, one employer/teacher, and one pastoral/spiritual reference. **Please do not use** Spruce Lake staff or immediate family members as references.
- You are responsible for contacting your references** and providing them with the reference information and forms they need to complete. The reference form may be sent by either e-mail or mail.
  - Visit [www.sprucelake.org](http://www.sprucelake.org), select employment, print the form entitled summer staff reference, and mail the form to each of your references with a stamped envelope addressed to Spruce Lake, 5389 Rt. 447, Canadensis, PA 18325. References may be faxed as well to 570-595-0328, ATTN: Stacie Farris.

#### Character reference (please complete all reference information and PRINT clearly)

First and last Name \_\_\_\_\_ Relationship \_\_\_\_\_

Work/Cell Phone # \_\_\_\_\_ Home Phone # \_\_\_\_\_ E-mail \_\_\_\_\_

#### Character reference (Please do not use Spruce Lake staff, college roommates, or immediate family members.)

First and last Name \_\_\_\_\_ Relationship \_\_\_\_\_

Work/Cell Phone # \_\_\_\_\_ Home Phone # \_\_\_\_\_ E-mail \_\_\_\_\_

#### Spiritual reference (pastor, youth pastor, elder)

First and last Name \_\_\_\_\_ Relationship \_\_\_\_\_

Work/Cell Phone # \_\_\_\_\_ Home Phone # \_\_\_\_\_ E-mail \_\_\_\_\_

#### Employer/Teacher reference (someone who knows your work ethic)

First and last Name \_\_\_\_\_ Relationship \_\_\_\_\_

Work/Cell Phone # \_\_\_\_\_ Home Phone # \_\_\_\_\_ E-mail \_\_\_\_\_

## ABOUT SPRUCE LAKE

Owned and operated by the Franconia Mennonite Camp Association, Spruce Lake was founded in 1963 and has been a ministry of Christian Hospitality to hundreds of thousands of guest groups and individuals. Our ministries are Christ-Centered and include: **Outdoor School** for Christian Schools, **Program** Events for families, special needs groups, and individuals, a **Resident Wilderness Camp** for ages 7-18, and a **Day Camp** for ages 5-13.

**We are a non-profit organization devoted to sharing the good news of Jesus Christ.** Our Core Purpose is...

**“Pointing People toward Christ.”**

Our Statement of Faith and Core Values are as follows:

These core values are grounded in our Statement of Faith as summarized below:

Spruce Lake Retreat is dedicated to Christian service in the Anabaptist tradition. With all who live by faith in Jesus Christ, we believe

- In one God eternally existing as Father, Son and Holy Spirit.
- That God has revealed himself in the Scriptures of the Old and New Testaments, the divinely inspired, entirely trustworthy, relevant, and authoritative Word of God.
- That in the beginning God created all things by His Son.
- That all people have sinned, bringing death and separation from God.
- In restoration with God through repentance and the shed blood and resurrection of the Lord Jesus Christ, by grace through faith apart from works.
- That the Holy Spirit convicts of sin, effects the new birth, gives guidance in life, empowers for service, and enables perseverance in faith and holiness.
- That Jesus, when he lived on earth, revealed a way for people to live peacefully as devoted servants of God.
- That the church is the body of Christ, a people redeemed and striving to be obedient to the Word of God, in a fellowship of love, intercession, and healing.
- That the goodness of being single or married is honorable. We believe that God intends marriage to be a covenant between one man and one woman for life. According to Scripture, right sexual union takes place only within that heterosexual marriage relationship.
- That Jesus Christ will come again to gather his church, and judge all people. God will reign with Christ in justice, righteousness, and peace forever.

### **Integrity**

We will be transparent in our relationships, practices, and attitudes, including being honest with each other even when to do so may cause us or another initial pain. We will be accountable first to God and then to each other to live and work in a way that points people to Christ, establishing expectations that fit within the reality of our mission, time, resources, and staffing levels.

### **Relationships**

We will make our relationship with God the top priority. We expect that when we seek Him continually, our **relationships** with Christ, co-workers, and guests can only become more marked by love, humility, honesty, and fun.

### **Team Work**

Our organization will be characterized by people who respect each other and desire to be part of the Team. We will honor responsibility, recognize individual contributions, support the organizational values, and be driven by our Core Purpose of “pointing people toward Christ”.

### **Stewardship**

To recognize and promote that we are **stewards**, not owners, of the resources God has given us. We will responsibly manage the resources of Spruce Lake Retreat – money, time, facilities, nature, and people – by making decisions based not only on their present impact, but also on how they may affect the future.

### **Quality**

**Quality** is the sustained action of providing the best opportunity for spiritual renewal, Sabbath rest, and quality experience within our faith, community, and means while building and maintaining relationships by assessing, anticipating, and fulfilling stated and implied needs.

### **Learners**

We will be a community of **learners**, one that desires consistent improvement in our work, lives, and spiritual journey. This learning will be inspired by our personal growing faith and our healthy community. It is also seen in our grace towards mistakes and looking for ways to learn from them intentionally.

While one organization, ministry and service take place in three different summer settings:

**RETREAT CENTER**

*Set aside for Christian nurture, recreation and fellowship!*

The Retreat Center is in constant motion serving families and groups in the spirit of Christian hospitality! As many as 600 guests at a time come and go in our seasonal campground, motel-style rooms, self-contained lodges, or dorm-style rooms.

Spruce Lake designs a variety of our own retreats to meet the diverse needs of families and adults, including: Family events, Music Weekends, and Seniors Events. Spruce Lake also hosts Joni & Friends Family Retreats and Christian Overcomers, partnering in their ministries to individuals and families with special needs.

Retreat Center guests are looking for recreation, comfortable, clean lodging, and renewed fellowship with the Creator, His creation, and each other. Working at the Retreat Center is a perfect opportunity to demonstrate the love of Christ as you serve and interact with guests.

**WILDERNESS CAMP**

*Using wilderness adventures to point young people toward Christ.*

Summer camps and expeditions provide a place where campers ages 7-18 are touched by the love of Jesus and the wonder of God's Creation. Up to 160 campers arrive Sunday afternoon and stay through Friday evening.

At Wilderness Camp, counselors and campers share a platform tent. They participate in age-appropriate activities, spiritually challenging Firesides and new friendships.

On Expeditions, campers and their guides participate in backpacking, canoeing, caving, and spiritual growth-driven Life Searches in the midst of God's creation. At each level, youth are challenged to deepen relationships with others, with God, and with His creation.

Wilderness Camp children want to relate to young adults who are fun, understanding, level-headed, and genuine. They want to see that Christian faith is relevant in today's world. Working at Wilderness Camp is a great opportunity to disciple young people for God's Kingdom.

**DAY CAMP PROGRAM**

*Providing a unique summer experience for children that is designed to help them grow in all areas of their life.*

Spruce Lake's Day Camp program is designed to provide care for children ages 5-13, Monday-Friday from 9-4pm with before and after-care options available. One day a week will be devoted to an off-site trip.

Camp is a unique setting that allows kids to grow, play, and learn. Activities are purposefully planned to develop a child's mind, body, and soul. Day camp hopes to develop good character and help campers understand their importance in their family, community, and the world in the context of a fun and safe environment.

Children need a fun, safe, nurturing environment where they can explore and learn. They need staff who are committed to excellence, integrity, and love. Working at day camp is a great opportunity to connect with and disciple children and point them to Christ.

**JOB PREFERENCE**

Please **check your preference** of working environment and then **number the positions 1-3** in order of your interest (5 at the most).

**I am applying for summer employment at:**

Retreat Center     Day Camp     Wilderness Youth Camp     where I am needed most

**RETREAT CENTER**

*Programming:*

- Audio Technician
- Gift Shop Assistant
- Program Assistant
- Summer Program Manager
- Front Desk Assistant

*Food Service:*

- Dining Room Assistant
- Snack Shop Assistant
- Dishwasher

*Operations:*

- Housekeeping Assistant
- Life Guard
- Head Life Guard
- Maintenance Assistant

**YOUTH MINISTRIES**

*Staff in Training*

- SIT (15-17) 1: Jun 18-Jul 7 2: Jul 9-28
- SIT Leader (20+)

*Other Departments:*

- Media Specialist
- Office Assistant
- Adventure Program Facilitator

**DAY CAMP**

*Counseling:*

- Counselor (18+)

*Leadership:*

- Program Specialist (19+)

*Other:*

- Shuttle Driver

**WILDERNESS YOUTH CAMP**

*Support:*

- Head Cook (18+)
- Kitchen Assistant (16+)
- Nurse / Nurse Assistant (18+)

*Counseling:*

- Assistant Counselor (16+)
- Counselor (18+)
- Expedition Guide (20+)

*Leadership:*

- Program Specialist (19+)
- Head Counselor (20+)

**Volunteer**

List Area(s) of Interest \_\_\_\_\_

1. Can you perform the essential function of the job for which you have applied with or without reasonable accommodations?  Yes  No
2. Our camp is a smoke-free environment. Will this present a problem for you?  Yes  No
3. We have a zero tolerance policy with respect to drinking and intoxication. Will this be a problem for you?  Yes  No
4. Do you have any visible tattoos or body piercings?  Yes  No
5. Have you ever been convicted of a felony or misdemeanour?  Yes  No
6. Have you even been charged with a DUI (Driving Under the Influence)?  Yes  No
7. Have you ever been subject to a court order involving sexual or physical abuse of a child?  Yes  No

**EDUCATION & WORK EXPERIENCE**

High school attended \_\_\_\_\_ Current/Highest education level \_\_\_\_\_

College (s) attended \_\_\_\_\_ Area of interest/major \_\_\_\_\_

*List previous work experiences you have had in recent years (use separate sheet if needed):*

Employer	Phone	Position	Dates (mo/yr)	May we contact?	
				Yes	No

**CERTIFICATIONS & QUALIFICATIONS**

- RN/LPN       EMT       CPR       ARC Lifeguard       Babysitting / childcare courses  
 WFA/R       FA (First Aid)       Level 1 Adventure Facilitator       Other \_\_\_\_\_

List your experience & qualifications for the activities you are willing to lead or assist. (i.e. Adventure Programming, Crafts, Outdoor Skills, Sports, Performing Arts, Special Interests, Worship leading, etc.)

List/ Describe any other leadership experience:

**SPIRITUAL & PERSONAL LIFE**

We are looking for strong Christian role models to serve our campers and guests. Please use the questions below to help us see why you would be a good fit at Spruce Lake.

Are you a Christian who affirms the statement of faith from page 2? \_\_\_\_\_ Questions or comments?

**Answer the following questions in sufficient detail on a separate sheet of paper.**

- List and describe any previous camp experience you have had (as a camper or staff):
- Why do you want to work at Spruce Lake?
- What do you hope to contribute to this ministry?
- If you were observing the most awesome Christian camp, what things would you observe?
- Describe a great game or skit you have created or have heard of (for summer camps/program positions only).
- If the Spruce Lake leadership determined you were a good fit for a position other than those you selected, would you be willing to serve where needed or just the positions you have applied for? Please explain.
- According to the Word, what is Salvation?
- Describe how you became a Christian.
- Describe how you are currently pursuing Christ and growing in your faith.
- How are you currently connecting with other Christians? (Church, Bible study, friends...)
- Please list 3 ways in which you are involved in serving others.
- Is there anything that would interfere with your ministry at Spruce Lake?
- Please use God's Word to comment on: alcohol, drugs, homosexuality, sex outside of marriage, pornography, self-injury

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**TO THE BEST OF MY KNOWLEDGE, THE INFORMATION GIVEN IN THIS APPLICATION IS TRUE AND CORRECT. I GIVE SPRUCE LAKE PERMISSION TO CONDUCT A CRIMINAL BACKGROUND CHECK AS WELL AS CHECK MY DRIVING RECORD (FOR THOSE POSITIONS INVOLVING DRIVING).**

\_\_\_\_\_  
applicant signature\_\_\_\_\_  
date\_\_\_\_\_  
parent signature (if applicant is under 18)\_\_\_\_\_  
date