

Rough Acres Bible Camp

www.roughacres.org

roughacres@roughacres.org

Staff Training	All summer missionaries	July 1-6
Intermediate Boys	Ages 11-13	July 8-13
Jr. Girls	Ages 8-11	July 15-20
Jr. Boys	Ages 8-11	July 22-27
Intermediate Girls	Ages 11-13	July 29-August 3
Teen Camp	Ages 13-16	August 5-10
Camp Mini Rough	Ages 6-8	August 12-14
Camp Mini Rough	Ages 6-8	August 15-17
Jr. C0-Ed	Ages 8-11	August 19-24
LIT Camp (Leaders in Training)	Ages 14-17	July 22-27

Staff Application Form

Staff training is a time of preparation and fellowship for staff prior to camp which allows all attendees to participate in hands-on training, team building and to spend time in prayer and worship as a group prior to camp. Staff training will include sessions on emergency procedures, water safety, abuse response, cabin-leading, activity skills, devotional preparation, age characteristics, sharing your faith, etc. This is a wonderful opportunity to gain the skills that will prepare you for the best week at camp.

- Staff training is a pre-requisite for all paid summer staff.
- All volunteers are encouraged to attend.

There will be a short training session before each camp; however, it's not possible for it to be nearly as in-depth, so if this is your first time at RABC or you have limited experience, attendance is highly recommended.

Application Instructions

1. Fill out the application and mail it to:
Rough Acres Bible Camp
Attention: Operations
Box 5241
Smithers. BC.
V0J 2N0

Please send all together:

- Summer Camp Staff Application or Returning staff Application
 Faith Journey

2. Criminal Record Check – obtain at your local RCMP detachment
3. Pass out reference forms to people and have them mail them directly to the camp.
4. Pray for God's Guidance and Direction.

The completion of this form is the initial step in applying as a volunteer or paid employee at RABC. Once applications and reference forms have been received and processed, you will hear from us in regard to your application. If you are being considered for a position, a Criminal Record Check must be received before final acceptance is complete (you may include this with your application for timelines.)

If you have any questions feel free to contact us.

Phone: Janice Hillaby@ 250-846-5453 or

Email Janice at : roughacres@rougacres.org

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Rough Acres Bible Camp

Statement of Faith

- I. We believe that the Bible (the Old and New Testament scriptures) are the inspired Word of God, without error in the original manuscripts, the complete revelation of God's will in the Christian faith and life.
- II. We believe in the Trinity: one God who exists as Father, Son and Holy Spirit; who is Creator of all things and infinitely perfect.
- III. We believe that Jesus Christ is fully God and genuinely human (i.e. both God and man) in one person forever. He was conceived by the Holy Spirit and born of the virgin Mary. He died on the cross as a sacrifice for our sins according to the scriptures. He rose bodily from the dead, ascended into Heaven, where, at the right hand of the Father on high, He is now our High Priest and Advocate.
- IV. We believe in the total depravity of man- though he was created in the image of God, he sinned and became separated from God and was under the penalty of eternal condemnation.
- V. We believe that salvation from the penalty of sin comes only through personal faith in Jesus Christ and that His substitutionary death on the cross is the only ground for justification, forgiveness, and eternal life.
- VI. We believe in the resurrection of the body, the eternal life of the saved, and the eternal punishment of the lost and in the personality of Satan.
- VII. We believe that the true church universal is composed of all such persons who, through saving faith in Jesus Christ, have been regenerated by the Holy Spirit and, therefore, are united together in the body of Christ, of which He is the Head.
- VIII. We believe in the personality of the Holy Spirit whose ministry is to glorify the Lord Jesus Christ and, during this age, to convict men, regenerate the believing sinner, indwell, guide, instruct, and empower the believer for godly living and service.
- IX. We believe in the bodily, physical, and imminent return of our Lord Jesus Christ.

Rough Acres Bible Camp

Staff Code of Conduct

INTRODUCTION

As we work together to achieve the goals outlined in our Mission Statement there is a quality of leadership to which we aspire. There is also a standard of conduct that we encourage each other to maintain as missionaries of the gospel in our leadership role and in our relationship to each other. We endeavor to be responsible to God in our life and conduct and to be respectful of each other while maintaining all camp policies.

EXPECTED CONDUCT

As a member of RABC staff, you are expected to conduct yourself in a manner that supports and is in agreement with biblical principles and standards and our statement of faith. It is our goal that each staff member always strive to live a life pleasing to Christ.

We also require adherence to regulations that are in-line with our health and safety standards.

Alcohol

While employed at RABC, total abstinence from alcoholic beverages is required. Failure to comply is grounds for dismissal.

Appearance

All staff is expected to dress modestly at all times. Girls please bring modest one-piece or tankini swimwear; guys - no speedo-style swimwear. Please do not bring clothing to camp that advertises anything that is against our camp policies, ie - drugs, drinking, etc.

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Camper Discipline

Our staff training includes training and policies on dealing with difficult situations. We do have a strict 'Hands off' policy concerning campers.

Conduct with Campers and Staff

Staff should always avoid situations with children and youth, which could in any way be misconstrued. Staff should build relationships with children and teenagers of the same gender; likewise, private counseling situations with the opposite gender should be avoided. There is an increasing sensitivity about staff expressing concern, empathy or affection for youth in any physical way whatsoever, and there are an increasing number of cases where such affection has been misunderstood. Therefore, any counseling situations should be conducted in public areas with at least one other staff person present.

Harassment

Any sexual or general harassment will not be tolerated at RABC. RABC is committed to providing and maintaining a positive work environment and anyone having questions with respect to this policy is invited to contact the Program Manager for further information.

Illegal Drugs

Total abstinence while serving in the camp ministry is required and any use will result in immediate dismissal.

Lifestyle

Based on biblical principles and RABC's religious beliefs and practices, please do not apply for a position if you are participating in a common-law or homosexual relationship.

Magazines/Reading Material

Please do not bring any reading material to camp that is sexually explicit or includes explicit language. Possession of pornographic material will result in immediate dismissal.

Movies/Music

Please do not bring any music or other media to camp that includes any explicit language or overt sexual connotation or violence. Any movies to be viewed or music to be played publicly must be pre-approved by the Program Manager or Executive Director.

Relationships

RABC sees dating as a healthy part of a young person's life; however, we prefer that the relationships at camp remain on the friendship level. This will help you maintain focus on your ministry. There are to be no public displays of affection (PDA's) and absolutely no dating between staff and campers.

Smoking

It is a RABC policy that all staff abstain from smoking. Any form of smoking is not allowed on camp property.

Weapons

Please do not bring guns, knives, swords or any other item to camp that would be considered a weapon without prior full disclosure and approval by the Program Manager or Executive Director. Even pocket knives or leathermen should be pre-approved and handed in to Senior Staff to be used only when directed; they may not be kept in a cabin situation.

Conclusion

While working as staff, you are expected to respect and comply with administration and their authority and comply with all camp rules and regulations. The full staff policy manual can be obtained upon request and will be reviewed thoroughly at staff training.

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2012 Summer Camp Staff Application

Name: _____ Position Applying for: _____

Mailing Address: _____

City: _____ Prov: _____ Postal Code: _____

Phone #: _____ E-Mail: _____

Personal Information

Birthday: d__m__y____ Gender: _____ Single, Married, Other _____

Emergency Contact: _____ Phone: _____ Relationship: _____

Medical #: _____ Prov: _____ S.I.N.# _____

Are there any reasons why your duties at camp would be limited due to a physical limitation or disability?
_____ If yes, please explain: _____

Year you invited Christ into your life: _____ Have you been baptized? _____

Church you attend: _____ Denomination: _____

Pastor's name: _____ Phone #: _____

Student Employed unemployed Employer or school _____

Area of study _____

Education

High school Attended: _____ Year of Graduation: _____

Post-Secondary Education: _____ Years of completion: _____

Area of Study: _____ Future Goals: _____

Employment

Employer	Position	Dates	Reason for leaving

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Ministry Qualifications

How have you been involved in your church? _____

Describe briefly any experience you have had in camp work: _____

Why do you want to work at camp? _____

What would be your personal goals in working at camp this summer? _____

Activity	Competent to teach	Some Experience	Interested in learning	Activity	Competent to teach	Some experience	Interested in learning
Archery				Paintball			
Canoeing				Drama			
Kayaking				Leatherwork			
Pellet guns				Hiking			
Swimming				Survival			
Orienteering				Song leader			
Crafts				Widegames			
Horsemanship							

Faith Journey

Your faith journey should include events leading up to and including inviting Christ into your life, and the situations, events, habits, people, etc., which have provided, nurtured and fostered your faith journey. Share scripture(s) that was/is particularly helpful in your decisions and growth as you have followed Christ. Please try to keep your comments between 150-200 words.

(attached separate sheet to your application)

How do you respond to authority?

Are you comfortable leading a Bible study?

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Are you willing to separate your dating life from your ministry in a camp setting?

Self Evaluation

Please check off the statements that you think applies to you. Feel free to add comments where these do not apply or fully describe your character. Please be honest with yourself.

Christian Testimony:

effective depends on people I am with weak
 have no testimony enjoy sharing my testimony find it difficult to share

Spiritual Life:

steady and growing up and down inspiration to others
 lean on others for growth victorious lack victory
 enjoy regular devotions

Responsibility:

dependable easily discouraged quitter
 never give up needs supervision does over and above

Personality:

introvert extrovert optimist
 pessimist aggressive critical
 easy-going good sense of humor self-disciplined
 co-operative unco-operative

Social Life:

friendly loner need privacy
 outgoing lean on others get along with others
 shy have difficulty making friends contribute to others

Emotional Stability:

stable irritable anxious
 peaceful short temper nervous
 depressive control my emotions

Physical Health:

rugged average tire quickly
 allergies frequent colds health problems
 on medications

Leadership Ability:

With peer group a follower a pace setter
 accept responsibility when asked
With children exceptional comes naturally
 enjoy leading children have never tried

Work Habits:

enjoy work procrastinate completes assignments
 let others do it follow instructions ignore instructions
 sloppy perfectionist take pride in my work
 just enough to get by on time often late
 a quitter rarely give up

Cooperation with others:

co operate well co operate fairly well work best alone
 Stubborn cause friction excellent

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Commitment and Pledge (Please initial each statement)

- I am willing to cheerfully cooperate with the director and staff for the entire time I am at Rough Acres Bible Camp. I will try to explore, to the maximum, every opportunity available for personal growth and to encourage campers and other staff in their personal walk with God.
- I understand that failure to comply with the statement of faith and staff code of conduct may mean early dismissal from the program.
- I am willing to perform ordinary tasks conscientiously and cheerfully.
- I am willing to go beyond the program requirements in order to benefit the camp program.
- I understand that my services at Rough Acres Bible Camp are on a volunteer basis.
- I understand that Rough Acres Bible Camp requires that a Criminal Record Check be done on me and I will take the necessary steps to have this completed before arriving at camp.
- I will respect others and their personal belongings
- I will support in good spirit the traditions and regulations of the camp.
- I am aware of and will abide by the camp's "hands off" policy in regards to camper discipline.
- I will seek to be a good example to the campers.
- yes/no. Are you free from any pending criminal charges or convictions that would preclude you from working with children?

By signing below, I acknowledge that I have answered these application questions honestly and will adhere to the guidelines and statements outlined in the staff Handbook.

Signed: _____ **Date:** _____

The completion of this form is purely an application for summer staff. After references forms have been received and processed, you will hear from us in regards to your acceptance.

References

Three reference forms are included with this application. It is your responsibility to give these to three people (other than relatives) who will give reference to your character, abilities, and spiritual growth. I give permission to Rough Acres Bible Camp to contact these previous employers and references for applicable information.

Please list three people who would be willing to be a reference. There should be one from each category:
1. Pastor or youth pastor, 2. Teacher or employer, 3. Adult friend (25 years or older).

Relationship (i.e. pastor)	Name	Phone number
Pastor		
Teacher		
Adult friend		

Signed: _____ **Date:** _____

Prayer Support:

Summer staff members will be asked to write a prayer support letter. Having a team of people pray for you daily throughout your time of ministry here is important as we need the Lord's hand to be in every situation and relationship that occurs. Please ask 20 people to pray for you daily this summer. If every staff member finds this many, we will have over 600 people praying for camp every day all summer. Wow!!

Office use only	Date Received:	Accepted:	Intls:
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Box 5241, Smithers, BC V0J 2N0

Rough Acres Bible Camp

www.roughacres.org

roughacres@roughacres.org

Phone: 250-845-7155

CONFIDENTIAL REFERENCE (C)

To Applicant: Please give this form to:

1. Pastor or youth pastor
2. Employer or teacher
3. Adult Friend 25 years or older.

To Recipient: The person below has applied for a summer staff position with Rough Acres Bible Camp and has given your name as a reference. These references are confidential. **When completed, please mail this form to the Operations Administrator at the above address.**

Applicant: _____ Work applied for: _____

How long have you known him/her? _____ In what capacity? _____

Please check your perception of the applicant's characteristics listed below. If you check below average or poor, please explain. If you have no basis for judgment on certain characteristics, please put N/A beside that item.

- A. Responsibility Excellent - unusual ability and follow-through
 Good - follows through on assigned tasks with diligence
 Average - follows through on assigned tasks
 Below Average - usually follows through on assigned tasks
 Poor - follows through on assigned tasks when convenient
- B. Initiative Excellent - highly self-motivated
 Good - will look for things to do
 Average - will do things that need to be done
 Below Average - will do the obvious if there is a need
 Poor - needs to be told what to do
- C. Leadership Excellent - a leader of leaders, unusual ability to lead
 Good - consistent, positive, influential
 Average - contributed positively
 Below Average - usually well balanced
 Poor - passive, observing and indifferent; negatively Influential
- D. Emotional Stability Excellent - very stable and consistent regardless of the situation
 Good - very well balanced
 Average - well balanced in *most* situations
 Below Average - usually well balanced
 Poor - excitable; unresponsive; unpredictable; moody
- E. Judgment Excellent - consistently *makes* wise decisions
 Good - *makes* wise decisions
 Average - makes good decisions in most situations
 Below Average - makes good decisions only in optimal situations
 Poor - hasty; indecisive; easily swayed
- F. Concern for Others Excellent - deeply sensitive to others, to all
 Good - sensitive to others
 Average - generally concerned for others, for most
 Below Average - concerned for those he/she likes or likes him/her
 Poor - lacks a real interest in the thoughts or feelings of others
- G. Personal Integrity Excellent - extremely high values and consistently trustworthy
 Good - high values and very trustworthy
 Average - generally honest and true
 Below Average - generally honest but may stretch the truth
 Poor - questionable at times

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H. Working with Others

- Excellent - always considerate, thoughtful, good listener, a peacemaker
- Good - goes out of way to cooperate, approachable, team builder
- Average - usually cooperative, supportive, maintains team
- Below Average - works best alone, hard to talk to
- Poor - causes friction, impatient with others

I. Respect for Authority

- Excellent-shows great deference
- Good - very respectful
- Average-respectful
- Below Average - critical
- Poor- disrespectful

J. Spiritual Maturity

- Excellent - an inspiration to others, effective testimony
- Good - steady and growing, enjoys sharing faith
- Average - up and down, finds it difficult to share testimony
- Below Average - leans on friends, weak testimony
- Poor -lacks a desire for the things of God, has no testimony

K. Friendliness & Personal Appearance: check ALL which apply to the applicant and put N/A by those you don't know about:

- | | |
|---|---|
| <input type="checkbox"/> steady, consistent, not given to mood swings | <input type="checkbox"/> courteous toward others |
| <input type="checkbox"/> works well with others in a close situation | <input type="checkbox"/> confident, self-assured |
| <input type="checkbox"/> willing to take criticism | <input type="checkbox"/> brash and arrogant |
| <input type="checkbox"/> amiable, loyal, devoted, friendly | <input type="checkbox"/> blunt and up front |
| <input type="checkbox"/> expressive, animated | <input type="checkbox"/> hard to read |
| <input type="checkbox"/> withdrawn, a loner | <input type="checkbox"/> tentative, self-conscious |
| <input type="checkbox"/> timid, shy | <input type="checkbox"/> analytical, reflexive, contemplative |
| <input type="checkbox"/> sharp and gives a very good first impression | <input type="checkbox"/> appearance is not offensive |
| <input type="checkbox"/> tactful | <input type="checkbox"/> careless, sloppy appearance |

L.	Do you feel the applicant has a vital relationship with Christ as his/her personal Savior? (comments appreciated)
M.	Does the applicant have any problems or habits that you think we should be aware of in their possible work with children? Explain
N.	If you had a child, would you want this person to live/work with them in a camp situation? Explain
O.	In your opinion, Is the applicant spiritually mature enough to lead a Bible study group?
P.	What special contribution(s) do you feel the applicant would make to a camping program?
Q.	I, <input type="checkbox"/> highly recommend, <input type="checkbox"/> recommend, <input type="checkbox"/> recommend with reservations, <input type="checkbox"/> do not recommend, this applicant for the position.
R.	I prefer to discuss this further over the phone. Please give me a call. <input type="checkbox"/> May we phone you for further information if required? Yes <input type="checkbox"/> No <input type="checkbox"/>

Name:	Position:	Ph:
Address:	P.C:	Date:

Signature: _____

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 Average - contributed positively
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 Poor- __passive, observing and indifferent; __ negatively
 Influential
- D. Emotional Stability Excellent - very stable and consistent regardless of the situation
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 Poor- __excitable; __unresponsive: __unpredictable; __moody
- E. Judgment Excellent - consistently *makes* wise decisions
 Good - *makes* wise decisions
 Average - makes good decisions in most situations
 Below Average - makes good decisions only in optimal situations
 Poor- __hasty; __indecisive; __easily swayed
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K. Friendliness & Personal Appearance: check ALL which apply to the applicant and put N/A by those you don't know about:

- | | |
|---|---|
| <input type="checkbox"/> steady, consistent, not given to mood swings | <input type="checkbox"/> courteous toward others |
| <input type="checkbox"/> works well with others in a close situation | <input type="checkbox"/> confident, self-assured |
| <input type="checkbox"/> willing to take criticism | <input type="checkbox"/> brash and arrogant |
| <input type="checkbox"/> amiable, loyal, devoted, friendly | <input type="checkbox"/> blunt and up front |
| <input type="checkbox"/> expressive, animated | <input type="checkbox"/> hard to read |
| <input type="checkbox"/> withdrawn, a loner | <input type="checkbox"/> tentative, self-conscious |
| <input type="checkbox"/> timid, shy | <input type="checkbox"/> analytical, reflexive, contemplative |
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| <input type="checkbox"/> tactful | <input type="checkbox"/> careless, sloppy appearance |

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M.	Does the applicant have any problems or habits that you think we should be aware of in their possible work with children? Explain
N.	If you had a child, would you want this person to live/work with them in a camp situation? Explain
O.	In your opinion, Is the applicant spiritually mature enough to lead a Bible study group?
P.	What special contribution(s) do you feel the applicant would make to a camping program?
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- | | |
|---|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> steady, consistent, not given to mood swings <input type="checkbox"/> works well with others in a close situation <input type="checkbox"/> willing to take criticism <input type="checkbox"/> amiable, loyal, devoted, friendly <input type="checkbox"/> expressive, animated <input type="checkbox"/> withdrawn, a loner <input type="checkbox"/> timid, shy <input type="checkbox"/> sharp and gives a very good first impression <input type="checkbox"/> tactful | <ul style="list-style-type: none"> <input type="checkbox"/> courteous toward others <input type="checkbox"/> confident, self-assured <input type="checkbox"/> brash and arrogant <input type="checkbox"/> blunt and up front <input type="checkbox"/> hard to read <input type="checkbox"/> tentative, self-conscious <input type="checkbox"/> analytical, reflexive, contemplative <input type="checkbox"/> appearance is not offensive <input type="checkbox"/> careless, sloppy appearance |
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Name:	Position:	Ph:
Address:	P.C:	Date:

Signature: _____