

Dear Applicant,

Fall 2009

Thank you for considering Camp Henry for summer employment.

Camp Henry provides life changing experiences for all in a Christian environment ~ Mission Statement

I spent my first summer at Camp Henry in 1979, when my parents sent me as a camper. Ever since, I have considered it the greatest place in the world and I am excited about the possibility of spending a summer on the shores of Old Lake Kimball with you. Camp Henry is a co-ed camp and is a ministry of Westminster Presbyterian Church in Grand Rapids, Michigan and has been serving children for over 73 years.

We offer traditional overnight summer camp programming, as well as several specialty programs including; horseback, water-ski, offsite adventure, day camp, leadership, and teen programs. Campers attending Camp Henry come predominantly from the Midwest, yet camp is open to any and all children that wish to attend. With the increasing costs associated with sending kids to camp, we were excited to be able to extend over \$125,000 in scholarships last summer to families in need of assistance last year.

Camp Henry is located 35 miles North of Grand Rapids, Michigan on 210 beautiful acres. Our setting includes; a quarter mile of waterfront on Lake Kimball, 80 acres of wilderness area and riding trails, a corral and pastures, high and low challenge courses, a 30' climbing tower, sports fields, wetlands, and woodlands. We hire a staff of fun-loving Christians, willing to try something new, with a desire to help make the world a better place and change kids' lives. Our 2010 season begins with staff training on June 14th and runs through August 15th. Each session we serve up to 180 campers from Sunday afternoon through Saturday morning.

The 4 Primary Goals at Camp Henry are for **every** camper to:

- Have a Ton of Fun
- Know that God loves them
- Try Something New
- Help Make the World a Better Place

Our desire is that every child that comes to Camp Henry will leave knowing that God loves them – and we truly think that this will change the world and help make the world a better place.

My sincere hope is that campers will leave not only knowing that God loves them, but also knowing and realizing that living as a Christian is a blast and the absolute best way to live!

To follow, please find a *2010 Staff Application* and 3 Recommendation Forms. You will also find a list of positions for the 2010 summer season and a pay scale. If at all possible, please attempt to submit your application as an electronic attachment to the e-mail address listed on the application.

We hope to have all staffing decisions made as soon as possible. Applications will be considered as they arrive and Camp Henry staff members will schedule interviews on a rolling basis. If you should have any questions, please do not hesitate in sending me an e-mail or giving me a call. Thanks again for your interest in Camp Henry. I will be looking forward to receiving your completed application.

Sincerely,

Jeff Jacobs (“Jake”)
Summer Camp Director
(805) 756-7628
jake@campheny.org

Camp Henry: Changing the world one person at a time

Relationships • Safety • Sustainability • Teamwork • Tradition

CAMP HENRY 2010 STAFF POSITIONS



Arts & Crafts Director (1)
 Assistant Program Director (1-2)
 Challenge Course Director (1)
 Chaplain (1)
 Counselor (20)
 Day Camp Director (1)
 Health Director (1)
 Music Camp Director (1) *one week only
 Nature Director (1)
 Teen Challenge Director (1)
 Tripping Director (1)
 Waterfront Director (2)
 Waterski /Wakeboard Director (1)
 Wrangler (2)



All summer camp staff positions will begin on June 14th and run through August 15th.

STAFF CONTRACTS

2010 SUMMER PAY SCALE

1st year staff member	\$1,244	4 th year staff member	\$1511
2nd year staff member	\$1,333	5 th year staff member	\$1600
3rd year staff member	\$1,422	6 th year or more	To Be Negotiated

The 2010 Summer Season will run from June 14 to August 15

Staff will be paid for 8 of 9 weeks and will have the opportunity to have 1 week off during the summer

All staff members are expected to work the 1st and last weeks of the summer season, and time off will be arranged with the summer camp director.

With significant camper enrollment staff members may be asked to consider working all 9 weeks of the summer.

Staff members are encouraged to consider arriving at camp in the Spring to help work with school and retreat groups and consider staying beyond the summer program for a couple of weeks to work with family camp groups.

Pay scale for; Assistant Directors, Health Director, and Chaplain to be negotiated with the Summer Camp Director.

Camp Henry has a strong history of working with interns from colleges and universities from throughout the country. If you are interested in working at Camp Henry as an intern, please don't hesitate to contact the summer camp director to inquire if Camp Henry can meet the needs of your internship requirements.

Camp Henry: Changing the world one person at a time

CAMP HENRY
Staff Application 2010

Thank you for considering Camp Henry for summer employment and for taking the time to complete this application. Our application has been designed to help us gather some necessary information as well as to allow you to express and present yourself through your responses to the following questions. Thank you in advance for being willing to share a part of who you are through this process.

Name _____

Gender Male Female

Home Address _____

School Address _____

Home Phone _____

School Phone _____

E-Mail Address _____

Driver License State and #: _____

Social Security # _____

Age this Summer 18 - 20 21 - 24 25+

Name of School Attended/Attending _____

Major / Field of Study _____

Degree(s) Attained _____

Position(s) Sought _____

Do you have any physical or mental conditions or diseases which would prevent you from performing, or would limit your performance of, the type of work being applied for or might endanger campers or staff?

If yes, please explain: _____

Write a brief statement about your camping experiences (camper, volunteer, staff, family/personal trips, etc.).

Your Favorite Quote: _____

List your talents, hobbies, and interests that will help make you a quality staff member. _____

Describe your experience working/volunteering with children. _____

Please select some words or phrases that describe your ideal work environment? _____

How did you hear about Camp Henry? _____

Church or Religious Affiliation: _____

In your life and current place in life, what does it mean to be a Christian? _____

What does it mean to you to strive to be a Christ-like staff member? _____

If a camper were to come to you and share that they are struggling with their faith journey, how might you respond?

When you were 10 years old, who was your hero? _____

What do people like best about you? _____

Please share the vision you have for helping campers grow in a Christian summer camp context. _____

What would you like to learn or how would you like to grow this summer? _____

What is your favorite fast-food restaurant? _____

What is the best advice you have ever been given? _____

Is there anything else you would like to share about yourself? _____

Are you able to interview in Michigan? _____ If so, when? _____

Are you interested in additional employment opportunities at Camp Henry during the:

Spring

Fall

School-Year

Please check all that apply

SHORT NARRATIVE

Please take a few minutes to complete this section. Of course, there is no one right answer to this narrative question. Your response may be typed or hand written, in cursive or printed, in pen, pencil or crayon - whatever works best for you. Please limit your response to less than two full pages. Once again, thank you for taking the time to share a part of who you are through your response.

A camper that has just spent a week with you is getting in the car to head home. As Mom and Dad pull the car out of the Camp Henry parking lot, Mom turns to the camper and asks, "So how was camp?" How would you hope the camper would respond to this question?

REFERENCES

The reference section is an important part of the application. We often call your references, so please include both home and work phone numbers when possible.

CHARACTER REFERENCES These references should include your Professors, Advisors, Teachers, Clergy Community Leaders, Neighbors, etc.(No personal friends or family members.)

<u>WRITTEN REFERENCE</u>	<u>NAME</u>	<u>RELATIONSHIP TO YOU</u>	<u>WK PHONE</u>	<u>HM PHONE</u>
<input type="checkbox"/> 1.
<input type="checkbox"/> 2.
<input type="checkbox"/> 3.
<input type="checkbox"/> 4.

The State of Michigan requires Camp Henry to have three written references on file. We are asking that you give one of the attached Recommendation Forms to 3 of your references. Please place a check mark next to the names above of the references from whom we can look forward to receiving a recommendation. When possible, please have your references mail their recommendations directly to Camp Henry.

WORK HISTORY Beginning with your most recent position, please list all work experience. Be sure to list your immediate supervisor for each position. Work experience can include paid or volunteer work. Jobs where you have had the opportunity to work with children are especially important.

<u>DATES</u>	<u>ORGANIZATION</u>	<u>YOUR POSITION</u>	<u>SUPERVISOR</u>	<u>PHONE</u>
1.
2.
3.
4.
5.

As a staff member, you will have great influence on the kind of camping experience the campers will enjoy. Staff members have a huge responsibility! It will be your job to welcome & get to know campers, to encourage participation in the camp programs, and to handle concerns campers may have. You will be responsible for the safety, physical, emotional and spiritual well being of each child under your care. Being a member of the summer camp staff is a very rewarding and memorable job, requiring dedication, commitment and hard work. Please read the following expectations we have of our staff.

Camp Staff Member Commitment Statement:

If chosen as a Camp staff member, I will commit to the following beliefs and responsibilities of being a quality camp staff member.

- I will make the physical and emotional safety of campers my number one priority
- I will strive to set an effective & positive Christ-like example for all campers
- I will take care of myself so that I can provide a great summer camp experience for campers
- I will be a positive Camp Henry staff member in attitude and action
- I will remain drug and alcohol free while at Camp Henry
- I will follow and support all of the policies of Camp Henry
- I will work hard to meet or exceed parent expectations for their children’s summer camp experience
- I will represent Camp Henry and WPC in a positive light
- I will laugh out loud, play hard, and attempt to be the biggest kid at camp on a daily basis

I hereby certify that the information provided is truthful and accurate. I understand that it is pertinent to any contract I may enter with Camp Henry. I further understand that the camp will conduct a thorough background check prior to my being hired, which may include official driving records, sex offender registry, and/or criminal record checks. I certify that I have never been convicted of an offense other than a minor traffic violation. I understand that as a Camp Henry staff member, I am expected to cooperate with the Summer Camp Director & staff, and support all camp rules.

Signature of Applicant _____ Date Submitted _____

If possible, please return your application electronically to:

Jeff Jacobs
jake@campheny.org

Mailed applications and written recommendation forms can be addressed to:

Camp Henry
Attention: Summer Camp Application
5575 Gordon Ave
Newaygo, MI 49337

If you should have any questions or concerns, please do not hesitate in contacting:
Jeff Jacobs, Summer Camp Director: (805) 756-7628 or, e-mail: jake@campheny.org
Dennis VanKampen, Executive Director: (616) 459-2267 or, dennisv@campheny.org

RECOMMENDATION FORM

APPLICANT'S NAME

DIRECTIONS: This form should be filled out by a Professor, Clergy, Advisor, Teacher, Employer, Community Leader, Neighbor, etc. (No personal friends or family).

Thank you for taking the time to complete this recommendation form. Please answer the statements below with the following scale in mind:

- 1 Strongly Agree
- 2 Agree
- 3 Undecided
- 4 Disagree
- 5 Strongly Disagree
- 6 No opportunity to observe

STATEMENTS: In my opinion the applicant –

- 1 2 3 4 5 6 - is a positive and energetic person
- 1 2 3 4 5 6 - is a sensitive and caring person
- 1 2 3 4 5 6 - is responsible, dedicated, and hard working
- 1 2 3 4 5 6 - works well with children
- 1 2 3 4 5 6 - is open-minded and flexible
- 1 2 3 4 5 6 - will enjoy an outdoor, camping experience
- 1 2 3 4 5 6 - has excellent verbal and written communication skills
- 1 2 3 4 5 6 - is the type of person I would want my child to have as a role model and staff member.

COMMENTS: Additional comments are often very helpful in making hiring decisions.

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Please complete and return as soon as possible to:

Camp Henry
 Attention: Summer Camp Recommendation
 5575 Gordon Ave
 Newaygo, MI 49337

Name:

Occupation:

Address:

.....

Phone: Day:.....

e-mail:.....

Signature:

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Signature: