

Name \_\_\_\_\_ Summer \_\_\_\_\_

# staff application



## **Leoni Meadows Camp**

*Our goals are to:*

- ✦ *Connect each camper with Jesus Christ*
- ✦ *Ignite their active love for Him and*
- ✦ *Forge them into spiritual leaders who will aggressively share the Good News.*

## Basic Prerequisites

We are looking for applicants for the Leoni Meadows ministry team who meet the following basic prerequisites:

1. Have a growing, love relationship with Jesus and want to tell others about Him.
2. Are committed, faithful and practicing Seventh-day Adventist Christians.
3. Have a love for kids and desire to see them accept Jesus as their Savior and Friend.
4. Are at least 16 years of age by the first day of staff training. *(Most summer staff are 18 or older.)*

## Personal Information

Name \_\_\_\_\_ Email \_\_\_\_\_

Gender\* M  F  I will be at least: 16 18 21 years of age by June 1st. (circle one)

Home address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_ Home or Cell phone ( ) \_\_\_\_\_

Current address (if different) \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_ Current phone ( ) \_\_\_\_\_

Church you regularly attend \_\_\_\_\_ Church where membership is held \_\_\_\_\_

*\* Applies to gender specific jobs only.*

Please attach  
a photo  
of yourself.  
(optional)

## Background Information

1. Are you authorized to work in the US? Yes / No (circle one)
2. Have you within the past twelve months abused any substance, taken any illegal drugs, or used tobacco and/or alcohol? \_\_\_\_\_ If yes, please attach a separate sheet of paper and explain.
3. Have you ever been convicted of a felony or misdemeanor, other than a minor traffic offense? \_\_\_\_\_ If yes, please attach a separate sheet of paper and explain (conviction will not necessarily disqualify you).
4. Have you ever been convicted of any child abuse and/or sex-related offense? \_\_\_\_\_  
Name of person, **not a family member**, who has known you five or more years, who can and may be asked to verify this statement.

Name \_\_\_\_\_ Occupation \_\_\_\_\_

Address \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone ( ) \_\_\_\_\_

I certify that the above information is true. Signature \_\_\_\_\_ Date \_\_\_\_\_

## Education & Training

Name of last school attended (or presently attending) \_\_\_\_\_

Address of school \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

What was the last grade you completed? \_\_\_\_\_ List diploma(s) and/or degree(s) received \_\_\_\_\_

If you attended college what was (is) your major? \_\_\_\_\_

Describe any specialized training (music, language, apprenticeship, skill and extracurricular activities). \_\_\_\_\_

Please list your special interests and hobbies. \_\_\_\_\_

Provide any additional information you feel may be helpful to us in considering your application. \_\_\_\_\_

## Work Experience

Please give an accurate and complete, full time and part time, employment record. Start with your present or most recent employer. Resumes will not be accepted in lieu of a complete application.

1 Company name \_\_\_\_\_ Phone ( ) \_\_\_\_\_  
Address \_\_\_\_\_ Email \_\_\_\_\_  
Name of supervisor \_\_\_\_\_ Job title and description \_\_\_\_\_  
Employed from \_\_\_\_\_ to \_\_\_\_\_ Reason for leaving \_\_\_\_\_

2 Company name \_\_\_\_\_ Phone ( ) \_\_\_\_\_  
Address \_\_\_\_\_ Email \_\_\_\_\_  
Name of supervisor \_\_\_\_\_ Job title and description \_\_\_\_\_  
Employed from \_\_\_\_\_ to \_\_\_\_\_ Reason for leaving \_\_\_\_\_

3 Company name \_\_\_\_\_ Phone ( ) \_\_\_\_\_  
Address \_\_\_\_\_ Email \_\_\_\_\_  
Name of supervisor \_\_\_\_\_ Job title and description \_\_\_\_\_  
Employed from \_\_\_\_\_ to \_\_\_\_\_ Reason for leaving \_\_\_\_\_

We may contact the employers listed above unless instructed otherwise. Please check the box number(s) you prefer we not contact. 1  2  3

Reason: \_\_\_\_\_

## References

Enclosed are four reference forms. Give one to each of the following four individuals you list. Please **do not include family members** or people with whom you socialize. Note that your application can't be processed until we have received all your reference forms.

If you are a student, give one to each of the following:

1. Pastor (who knows you)
2. Work supervisor
3. Adult of your choice
4. Dean or teacher

If you are not a student give one to each of the following:

1. Pastor (who knows you)
2. Work supervisor
3. Adult of your choice
4. Adult of your choice

1. Pastor _____	Phone ( ) _____	Email _____
Address _____	City _____	State _____ Zip _____
2. Work supervisor _____	Phone ( ) _____	Email _____
Address _____	City _____	State _____ Zip _____
3. Adult _____	Phone ( ) _____	Email _____
Address _____	City _____	State _____ Zip _____
4. Dean/teacher or adult _____	Phone ( ) _____	Email _____
Address _____	City _____	State _____ Zip _____

## Authorization

I authorize the staff of Leoni Meadows Camp to verify the claims herein and the credibility of my character with any individual known to me and determined by Leoni Meadows to be a credible reference. Furthermore, I release this individual from all liability for any damage arising out of the conveyance of information and Leoni Meadows may hold the information received in confidence. I understand that if accepted as a staff member at Leoni Meadows, unless specifically stated otherwise in writing and signed by a Leoni Meadows representative, I will be an at-will employee which means I can be relieved of my assignment or employment at Leoni Meadows without any reason or cause being given. I verify that to the best of my knowledge my application is true, correct and current. If I am accepted for any position at Leoni Meadows, I agree to abide by all the policies of the camp and of the Seventh-day Adventist Church. (If I am less than 18 years of age, the signature of my parent or guardian is required.)

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/guardian's signature \_\_\_\_\_ Date \_\_\_\_\_



# Interests, Skills & Certifications

Please let us know what interests and talents you would bring to Leoni Meadows Camp. Circle the appropriate letter and fill in the certification/education information for all applicable areas.

"I" Activities in which you are interested.

"S" Areas in which you have skills and/or knowledge, and could assist.

"C" Areas in which you are certified or have documentable experience or education. Certification examples include: Water Safety Instructor (WSI) or Cardiopulmonary Resuscitation (CPR) from the American Red Cross. Documentable experience or education examples include: college or high school classes completed and prior work experience with recorded hours.

## Arts & Crafts

Candlemaking | S C \_\_\_\_\_  
 Ceramics | S C \_\_\_\_\_  
 General crafts | S C \_\_\_\_\_  
 Model rocketry | S C \_\_\_\_\_  
 Pottery | S C \_\_\_\_\_

## Horsemanship

Riding skills | S C \_\_\_\_\_  
 Horse management | S C \_\_\_\_\_  
 Teaching skills | S C \_\_\_\_\_

## Indian

Indian lore | S C \_\_\_\_\_  
 Indian crafts | S C \_\_\_\_\_  
 Indian culture | S C \_\_\_\_\_

## Recreation

Archery | S C \_\_\_\_\_  
 Basketball | S C \_\_\_\_\_  
 BMX bikes | S C \_\_\_\_\_  
 General recreation | S C \_\_\_\_\_  
 R/C Airplanes | S C \_\_\_\_\_  
 Mountain biking | S C \_\_\_\_\_  
 Soccer | S C \_\_\_\_\_  
 Softball | S C \_\_\_\_\_  
 Tumbling/balancing | S C \_\_\_\_\_  
 Volleyball | S C \_\_\_\_\_

## Wilderness

Backpacking | S C \_\_\_\_\_  
 Camp cookery | S C \_\_\_\_\_  
 Fire building | S C \_\_\_\_\_  
 Orienteering | S C \_\_\_\_\_

## Challenge Course/Rock Climbing

High elements | S C \_\_\_\_\_  
 Low elements | S C \_\_\_\_\_  
 Climbing safety | S C \_\_\_\_\_  
 Equipment care | S C \_\_\_\_\_

## Video/Digital Photography

Photo composition | S C \_\_\_\_\_  
 Photo editing | S C \_\_\_\_\_  
 Video production | S C \_\_\_\_\_  
 iMovie | S C \_\_\_\_\_  
 Final Cut Pro | S C \_\_\_\_\_

## Nature

Animal tracking | S C \_\_\_\_\_  
 Birds | S C \_\_\_\_\_  
 Nature center | S C \_\_\_\_\_  
 Reptiles/amphibians | S C \_\_\_\_\_  
 Stars | S C \_\_\_\_\_  
 Trees | S C \_\_\_\_\_

## Waterfront

Barefoot water skiing | S C \_\_\_\_\_  
 Canoeing | S C \_\_\_\_\_  
 Jet skiing | S C \_\_\_\_\_  
 Sailing | S C \_\_\_\_\_  
 Swimming | S C \_\_\_\_\_  
 Wakeboarding | S C \_\_\_\_\_  
 Water skiing | S C \_\_\_\_\_

## Maintenance & Support Services

Accounting | S C \_\_\_\_\_  
 Auto mechanics | S C \_\_\_\_\_  
 Camp store | S C \_\_\_\_\_  
 Carpentry | S C \_\_\_\_\_  
 Computers | S C \_\_\_\_\_  
 Electrical | S C \_\_\_\_\_  
 Food service | S C \_\_\_\_\_  
 Heavy equipment | S C \_\_\_\_\_  
 Janitorial | S C \_\_\_\_\_  
 Landscaping | S C \_\_\_\_\_  
 Laundry | S C \_\_\_\_\_  
 Painting | S C \_\_\_\_\_  
 Plumbing | S C \_\_\_\_\_  
 Secretarial | S C \_\_\_\_\_  
 Trail maintenance | S C \_\_\_\_\_

## Programming

Acting/drama | S C \_\_\_\_\_  
 Campfire plays/skits | S C \_\_\_\_\_  
 Devotional talks | S C \_\_\_\_\_  
 Props/costumes | S C \_\_\_\_\_  
 Storytelling | S C \_\_\_\_\_

## Music

Please indicate whether you would be willing to perform solo (S) or in a group (G).

Camp songs | S G  
 Song leading | S G  
 Vocal | S G  
 Guitar | S G  
 Keyboard | S G  
 Trumpet | S G  
 Other instruments | S G

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## Health & Safety

Please indicate the specific licenses you hold and when they will expire. List only current licenses.

First Aid \_\_\_\_\_  
 CPR \_\_\_\_\_  
 EMT/Paramedic \_\_\_\_\_  
 LPN \_\_\_\_\_  
 RN \_\_\_\_\_  
 Other \_\_\_\_\_

## Other Skills

Are there other skills we should know about in considering your application?

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

# Staff Position Preferences

Please indicate the ministry positions you would be most interested in filling by **numbering your top three choices** ("1" for your first choice, etc.). While making your choices please take the following into consideration: **Minimum age requirements for each position** are listed in parentheses, executive staff positions are indicated with an asterisk (\*), not all positions are full time and part time positions are often combined.

## Administration & Support Staff

- Asst. Camp Director\* (21) \_\_\_\_\_
- Boys' Director\* (20) \_\_\_\_\_
- Girls' Director\* (20) \_\_\_\_\_
- Program Director\* (18) \_\_\_\_\_
- Camp Nurse (21) \_\_\_\_\_
- Laundry Staff (16) \_\_\_\_\_
- Office Assistant (18) \_\_\_\_\_
- Maintenance Director (21) \_\_\_\_\_
- Maintenance Staff (18) \_\_\_\_\_
- Videographer/Photographer (18) \_\_\_\_\_

## Food Service Staff

- Food Service Staff (16) \_\_\_\_\_
- Dish Room Staff (16) \_\_\_\_\_

## Challenge Course/Rock Climbing Staff

- Challenge Course/  
Rock Climbing Director\* (21) \_\_\_\_\_
- Challenge Course/  
Rock Climbing Asst. (18) \_\_\_\_\_

## Horsemanship Staff

- Cowboy Camp Director (21) \_\_\_\_\_
- Horsemanship Director\* (21) \_\_\_\_\_
- Lead Wrangler (18) \_\_\_\_\_
- Wrangler (16) \_\_\_\_\_

## Auquatics Staff Pool/Pond

- Auquatics Director\* (21) \_\_\_\_\_
- Canoeing (18) \_\_\_\_\_
- Lifeguard (18) \_\_\_\_\_
- Swimming Instructor (18) \_\_\_\_\_
- Sailing (18) \_\_\_\_\_
- Wakeboarding (18) \_\_\_\_\_
- Water skiing (18) \_\_\_\_\_

## Indian Outpost

- Director (21) \_\_\_\_\_
- Assistant (21) \_\_\_\_\_

## Wilderness

- Director (21) \_\_\_\_\_
- Assistant (21) \_\_\_\_\_

## Basketball

- Director (21) \_\_\_\_\_
- Assistant (21) \_\_\_\_\_

## Ministry Staff

- Counselor (18) \_\_\_\_\_

## Instructors & Activity Staff

- Archery (18) \_\_\_\_\_
- R/C Airplane (18) \_\_\_\_\_
- Ceramics (18) \_\_\_\_\_
- General Crafts (18) \_\_\_\_\_
- Go-Carts (18) \_\_\_\_\_
- Gymnastics (18) \_\_\_\_\_
- Mountain Bikes (18) \_\_\_\_\_
- Nature Director (18) \_\_\_\_\_
- Nature Asst. (18) \_\_\_\_\_
- Wilderness Survival (18) \_\_\_\_\_
- Recreation (18) \_\_\_\_\_
- Skateboarding (18) \_\_\_\_\_
- Digital Photography (18) \_\_\_\_\_

Special qualifications. Please describe past experience, classes taken and/or training received etc. that qualifies you for the positions for which you are applying. Attach copies of certification.

Would you be willing to accept any position at Leoni Meadows Camp for which you are qualified? Yes  No

# Self Evaluation

How would you rate yourself in the following areas? (1 = weak, 2 = needs improvement, 3 = good, 4 = very strong)

- |                                                                                             |                                                                                              |
|---------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|
| _____ Health (eating habits, getting proper amounts of exercise and sleep)                  | _____ Teamwork (cooperation with others and team spirit)                                     |
| _____ Energy level (enthusiasm, self-motivation, endurance)                                 | _____ Emotional stability & maturity (handling of stress and stressful situations)           |
| _____ Flexibility (ability to adapt to changes in procedure, schedule and responsibilities) | _____ Teachability (receptiveness and thoughtful consideration to suggestions and criticism) |
| _____ Hospitality (natural friendliness and customer service skills)                        | _____ Safety habits (observance of safety procedures)                                        |
| _____ Reliability (dependability, attendance, commitment and self-discipline)               | _____ Judgment (knowing when to quit, "draw the line," and say no)                           |
| _____ Communication skills (ability to listen well and express yourself clearly)            | _____ Observance of rules and regulations (interest and consistency in "going by the book")  |
| _____ Personal pride (appearance, hygiene, satisfaction of accomplishment)                  | _____ Spirituality (an obedient love relationship with Jesus)                                |



When completed, please mail application to:

**Leoni Meadows Camp**  
P.O. Box 400, Grizzly Flats, CA 95636  
(530) 626-3610 fax (530) 626-8524