



Westminster Spires Camp Summer Staff Application 2020

Westminster Spires Camp is a ministry of Yellowstone Presbytery. This beautiful camp located eight miles south of Red Lodge, Montana, on Highway 212, provides a traditional camp experience along the shore of Rock Creek at the base of the Beartooth Highway leading to the northeast entrance of Yellowstone Park.

Greetings!

We are very excited about the upcoming summer camp and outdoor ministry season that will be taking place at our beautiful Westminster Spires Camp. Applications for Camp Staff are now being accepted. Please take a look through the enclosed packet of information to learn more about our camp, our mission in working with young people and the opportunities to become involved as a part of our ministry team.

If you feel called to join us, please complete and **return your staff application and supporting materials before April 10**. We plan to have our staff selected by April 15, so applicants can finalize their summer plans.

The 2020 youth camping season will include the following activities and events.

YOUTH CAMPS

Staff Training	July 8-11
Elementary Camp	July 12-16
Junior High Camp	July 19-24
Senior High Camp	July 26-31

If you have any questions or need additional information, please contact Curt Kochner at 406-259-7368 or by email at [**ckochner@mcn.net**](mailto:ckochner@mcn.net).

Thanks for your interest in Westminster Spires!

Camping and Youth Committee
Yellowstone Presbytery



Camp Staff

The camp staff at Westminster Spires includes a pastor that serves as the camp dean. Additional adult leaders assist in providing leadership for other aspects of the program such as crafts, recreation, worship, or leading small groups.

A cook is hired to provide meals for campers throughout the week.

Youth staff include the following positions:

Camp Counselors

- High school graduate or college student
- Salary will be \$300 for each camp session and \$100 for camp training. Total \$1,000.

Counselor In Training (CIT)

- High school student
- Salary will be \$150 for Elementary and Junior High camp and \$50 for staff training. Total \$350.
- CIT's participating in Senior High Camp will need to register as a camp participant and will receive a \$130 scholarship for camp fees.

Dates of employment:

Staff Training	July 8-11
Elementary Camp	July 12-16
Junior High Camp	July 19-24
Senior High Camp	July 26-31

Staff will have vacation days on July 18 and July 25. Staff will depart camp on August 1.

Application Process:

Read the Mission and Ministry Statement about Yellowstone Presbytery Camps

- Write a Cover Letter to accompany your application
- Complete the Yellowstone Presbytery Child/Youth Worker Application
- Complete the Authorization and Request for Criminal Background Check
- Complete the Questions for Westminster Spires Staff
- Ask two people that know you well to complete a Recommendation form and submit a Letter of Recommendation on your behalf. **If you have been on the camp staff in the past, we will use previous Letters of Recommendation.**

All information for your Application should be sent to:

Curt Kochner
Westminster Spires Camp
538 Park Lane
Billings, MT 59102

Yellowstone Presbytery Camps

Mission and Ministry

We believe the Camping and Youth Ministry Unit of Yellowstone Presbytery is a vital part of the total mission and ministry of the presbytery and an extension of the local church's work.

We believe that God has created humankind to live in relationship with one another and with God, characterized by acceptance, forgiveness, caring and trust, wherever we are—in the home, church, neighborhood or outdoors.

We believe that God is calling us to be involved in a daily process of Christian growth.

To this end, the goal of The Camping and Youth Ministry Unit for Yellowstone Presbytery is:

...To provide opportunities for people to experience God as revealed in Christ through a unique natural environment.

...To foster growth in discipleship thorough worship, study, recreation, service, reflection and friendship within the Christian community.

...To encourage self-evaluation and understanding through becoming aware of our relationships with Christ, with each other and with the global community.

...To provide an experience in Christian group living and in that experience to make explicit the issues of acceptance, forgiveness, love, mercy and servanthood.

...To learn from nature with its own special harmony, order and beauty and to learn how to be good stewards of this special gift from God.

...To discover and learn from a broader community of Christian friends and witnesses than just our local congregation, in order that we can see and utilize our connectionalism and partnership.

...To train and develop leadership both youth and adults on an on-going basis within the Presbytery for camping and youth ministry.

Revised March, 2011

**Presbytery of Yellowstone
Child/Youth Worker Application**

General Purpose Statement

Yellowstone Presbytery seeks to provide a safe and secure environment for the children who participate in our programs and activities. Our goal is to protect the children of Yellowstone Presbytery from incidents of misconduct or inappropriate behavior while also protecting our staff and volunteers from false accusations.

Definitions

For purposes of this policy, the terms "child" or "children" include all persons under the age of eighteen (18) years. The term "worker" includes both paid and unpaid persons who work with children. The term "volunteer" means anyone involved in a Sunday school program, summer camp, youth retreat, Vacation Bible School, church nursery, church youth group and/or in overnight activities involving minors, in counseling of minors, or in one-on-one mentoring of minors.

Procedures

1. Complete a Child/Youth Worker Application
More detailed applications may be required for some positions such as summer camp counselors and staff.
2. Review the Yellowstone Presbytery Child Care Policy and adhere to procedures stated in the policy.
3. Participate in any Training Sessions that are offered regarding working with youth.
4. Sign and submit Authorization and Request for Criminal Background Check form.

Application

Name _____ Date of Application _____

Current address _____
Street Address and P.O. Box if available City State Zip

Phone Numbers and Email _____
Home Phone Cell Phone Email

Position applying/volunteering for _____

When are you available to work _____

Do you have a valid driver's license? _____ License Number _____ State Issued _____ Expires _____

What previous work experiences have you had working with children? _____

What is your educational background? High School _____ College _____ Major _____

What church do you attend? _____ Church Activities? _____

Have you ever been convicted of a felony? _____

Please two references (of a business or organizational nature)

Name _____ Address _____ Phone _____

Name _____ Address _____ Phone _____

**Presbytery of Yellowstone
Authorization And Request For Criminal Records Check**

I, _____, hereby authorize the Presbytery of Yellowstone to request the State of Montana to release any information regarding any record of charges or convictions contained in its files, or in any criminal file contained on me, whether said file is a local, state, or national file, and including but not limited to accusations and convictions for crimes committed against minors, to the fullest extent permitted by state and federal law. I do release the State of Montana from all liability that may result from such disclosure made in response to this request. I understand that any false statements or implications made by me on this application or other required documentation shall be considered sufficient cause for denial of employment or discharge.

Signature of applicant Date

Print applicant's full name _____

Current Address _____

City/State Zip Code _____

Phone Number _____

Email Address _____

Print all other names that have been used by the applicant (if any, including maiden name)

Date of birth: _____ Place of birth: _____

Social security number: _____

Driver's license number: _____ State issuing license _____

License expiration date: _____

**

Request sent to: _____

Results: _____

Questions for Westminster Spires Summer Staff

Name of Applicant _____

Parent or Guardian _____ Phone _____

Parent or Guardian Address _____

Position you are applying for: Counselor _____ Counselor in Training _____

Health Information: Do you have any physical handicaps or food requirements that require accommodation, chronic ailments or do you need to take regular medications?

Yes _____ No _____ If Yes, please specify _____

What other jobs have you had during high school or college? (Places and dates)

What are the most important things you learned while working these jobs?

List the skills that you would bring to the camp staff: (Music, recreation, sports, worship, small group leadership, energizers, photography, computer skills– develop a slide show for example, crafts, health and safety, certificates such as CPR or First Aid, etc.)

What are the main reasons you would like to be a member of the camp staff and ministry team at Westminster Spires?

If you previously attended a church camp at Westminster Spires or at some other camp, please share how those experiences had an impact on your life as a Christian.

What will the other members of the camp staff and ministry team like most about working with you?

What life experiences have you had that demonstrate your character and your ability to be a positive role model and responsible member of a camp staff?

What activities and experiences have you participated in as a part of the life of your church community?

Who is one person that has impacted your life for Christ in a very significant way? What about his or her character and lifestyle has impressed you?

References:

Provide the names, addresses and phone numbers of two people that know you well enough to provide a reference about your character. Send each of these references a copy of the attached Recommendation Form and have them mail the completed form to Curt Kochner, Westminster Spires Camp, 538 Park Lane, Billings, MT 59102.

Name _____ Address _____

Relationship to you _____ Phone Number _____

Name _____ Address _____

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A background check is completed on staff members prior to their being offered a contract for employment. Please complete the Authorization And Request For Criminal Records Check form enclosed with this packet.

I authorize the Search Committee to contact my references and my home pastor to provide recommendations in support of my application for a position at Westminster Spires Camp.

Signature _____ Date _____

Making application indicates your willingness to accept the responsibilities and the guidelines of Yellowstone Presbytery Camps. All information that you provide is confidential and only for the use of the Selection Committee.

RECOMMENDATION FOR SUMMER STAFF Westminster Spires Camp

This section to be completed by applicant:

Applicant's Name _____ Phone Number _____
 Address _____ City/State _____ Zip _____
 Position Applying for: 1. _____ 2. _____

The above named person is applying for a position on the summer staff at Westminster Spires Camp. The personal information requested below will supplement that provided by personal interview. Any information which you may give us will be regarded as strictly confidential. *Thank you for your assistance!*
Please return this form to: Curt Kochner, Westminster Spires Camp, 538 Park Lane, Billings, MT 59102

1. How long have you known the applicant? _____ In what capacity? _____
 2. Does the applicant appear to be growing in his/her Christian experience and does the applicant take an active interest in Christian service? _____ Please explain _____

3. Please indicate which statement best describes the applicant in relation to each characteristic listed below.

	Most of the time	Sometimes	Not Often	Hardly Ever
Able to follow instructions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Loyal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Outgoing and friendly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
An able leader of others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consistent in Christian testimony	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disciplined in personal habits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Enthusiastic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Able to adjust to different situations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Able to cope with other's problems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Easily offended	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Inclined to criticize others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Moody	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Able to work without close supervision	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Able to work in a team situation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. Please grade the applicant on the following characteristics and traits. Use "1" to indicate superior, "2" if above average, "3" if average, and "4" if weak in that area. Please evaluate applicant in relation to his/her own age group.

Personal Grooming ____	Sense of Humor ____	Willingness ____
Tact ____	Initiative ____	Attitude toward Authority ____
Dependability ____	Courtesy ____	Attitude toward hard work ____
Judgment ____	Initial Impression ____	Public Speaking Ability ____
Punctuality ____	Ability to make friends ____	Honesty and personal integrity ____

5. There is the possibility that the applicant would be employed as a camp counselor. Would you consider the applicant qualified to counsel your child or teenager? Yes No

6. Please check your choice of recommendation:

Strongly recommend Recommend Recommend with reservations Do not recommend

7. Please use the reverse side of this form to share anything else that would be helpful as we evaluate this candidate.

Your Name (please print) _____ Date _____
 Address _____
 Position /Organization _____
 Signature _____ Phone _____

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