

Riverside Lutheran Bible Camp

3001 Riverside Rd.
Story City, IA 50248
515.733.5271 1.800.372.7748
www.RiversideLBC.org
RLBC@RiversideLBC.org



To: Prospective Summer Staff Member
From: Riverside Lutheran Bible Camp
Re: Junior Cabin Leader Positions for 2020

Greetings from Riverside,

We are excited about the things God is doing here at Riverside and we are looking for a Christ-centered staff that is committed to the Lord's service for Summer 2020. If you would like more information about what it looks like to work at camp, or to apply online, we encourage you to visit our summer employment page on our website (www.riversidelbc.org) or call us with any questions you may have.

Enclosed is a junior cabin leader application form for you to complete and return to us. In order to be considered for the position of junior cabin leader, the applicant must be a current junior or senior in high school.

Please fill out the application accurately and honestly and return it to us when it is complete. Be sure to list your three references, as well as their contact information, before you send in your application. These references should be individuals that can give a complete evaluation of who you are. (Some good references would be a pastor, youth director, past employer, an adult friend of the family, etc. At least 1 of your references needs to be someone of the opposite sex.)

The deadline we have set for junior cabin leader applications is February 1. This means that your application needs to be postmarked by February 1, in order to be sure that we consider you for employment. It is our goal to finish interviews by the middle of February, and you will hear from us by mid March in regards to the selection process. Applications we receive that are post-marked after February 1 will not be guaranteed consideration for employment, but may still be able to be hired based on need.

As a junior cabin leader, **you would arrive for staff training on May 31.** Let us know if your school schedule conflicts with training, because we may be able to hire you, even if you have to miss part of training due to school still being in session. As a junior cabin leader, you would be earning a weekly stipend of \$50 plus room and board. You are also invited to be a camper at high school week for free, as an additional part of your compensation. The junior cabin leader schedule is 7 weeks during the summer, plus a full week of training (May 31-June 5). We only require you to work 5 weeks of the summer, but you are welcome and encouraged to serve for more. The last day of camp is August 7.

Be sure to indicate any special skills or interests you have that are helpful for us as we consider your application. If you have any specific questions about anything regarding the junior cabin leader program, feel free to contact Bailey Comegys. Please join us in praying for God's wisdom throughout this time of interviews and hiring. Thank you for your interest! We look forward to hearing from you.

In His Service,

Lute Olson
Program Coordinator
Lute@RiversideLBC.org

Jessie Muntz
Associate Program Coordinator
Jessie@RiversideLBC.org

Bailey Comegys
Assistant Program Coordinator
Bailey@RiversideLBC.org

About Riverside

Riverside is located just a few miles north of Story City, IA. The camp has 123 acres along the beautiful shores of the Skunk River—but don't let the name fool you! We are full of the love of Christ here! Camp housing includes cabins and retreat facilities. Riverside offers three main types of camps onsite.



The Traditional Camp Experience: Campers stay in cabins with two cabin leaders and participate in everything on the main camp site. This means chapel, Bible studies, big group games, quiet time, free time, outdoor and indoor rec activities, meals together, campfire, and a lot more.



Ranch Camp: Our ranch camp program is a top notch, high quality, Christ centered camping experience which offers campers the unique opportunity to learn more about Christ. Campers ride horses everyday, while also participating in the main camp activities.

Adventure Camp: The Riverside adventure program encompasses all it means to appreciate God's beautiful creation through adventure! We offer experiences for Juniors, Intermediate, and High adventure campers. Depending on the age group, adventure offers experiences in team work, challenge course, high ropes, zip lining, camping, canoeing, hiking, rock climbing, and more. Adventure is an awesome opportunity for learning about Christ and His creation!

What can I look forward to as a junior cabin leader?

Our desire is that junior cabin leaders would first and foremost walk away from the summer knowing more of our Father's heart, our Savior's life, and our Spirit's power. **WE WANT YOU TO KNOW MORE ABOUT CHRIST!** That is our number one goal. Our number two goal is that junior cabin leaders would be better equipped and able to share the love and heart of God with others. With that in mind, this is a program designed to help you grow in Christian leadership. There will be specific time set aside every week for junior cabin leaders to come together and meet with camp leadership staff for discipleship, guidance, study, and relationship building. There will also be times for every junior cabin leader to meet one-on-one with leadership staff several times throughout the summer for discipling, guidance, prayer, sharing, and evaluation.



What do we do each week?

Along with discipleship and leadership training times, junior cabin leaders will spend a portion of their weeks at Riverside in cabins with campers and a cabin leader. During these weeks "on program," junior cabin leaders will help out with program events such as chapel, campfire, skits, pool, camp store, and art fun duties. Junior cabin leaders are not expected to assume the role of a cabin leader with the responsibility of teaching and disciplining the youth. During "program" weeks, junior cabin leaders are expected to be with the youth in their cabin groups at all times, unless time has been designated otherwise by the leadership staff. Junior cabin leaders are also expected to be good role models, by being appropriate in all things, at all times, while following ALL camp rules.

During non-program weeks, junior cabin leaders spend time at camp on "support" staff. Support staff weeks are spent primarily working on maintenance or kitchen roles. Junior cabin leaders work together with the cabin leader staff rotating through these positions. During support weeks all junior cabin leaders are expected to stay at camp and be involved in the programming each evening. Let us know if you have questions about what it means to be a junior counselor.

Working at Riverside is a great chance to be part of a Christian community where we spend our summer striving "to know Jesus Christ and to make Christ known to all." It is why we exist and why people keep coming back. Would you like to join us in God's work this summer?



Summer Staff Application Summer 2020

3001 Riverside Road
Story City, IA 50248
1.800.372.7748 <> 1.515.733.5271
www.RiversideLBC.org

I am applying for: (please check all that apply)

- ☐ Junior Cabin Leader
☐ Junior Wrangler

Name: _____ Preferred name: _____
First Middle Initial Last If other than first name

I am currently a ☐ Junior ☐ Senior in High School

Gender: ☐ male ☐ female Dates available to work: _____

CURRENT ADDRESS

Street _____

City/State/Zip _____

Home phone _____ Cell phone _____

Email address _____

How long have you lived at this address? _____

FAMILY

Father's Name (please indicate if deceased) _____

Street Address _____

City/State/Zip _____

Home phone _____ Cell phone _____

E-mail address _____

CHURCH OR MINISTRY AFFILIATION

Home congregation _____

City/State/Zip _____

Name of Pastor _____

Alternate Address After ____ / ____ / ____ contact me at:

Street _____

City/State/Zip _____

Home phone _____ Cell phone _____

Email address _____

How long have you lived at this address? _____

Mother's Name (please indicate if deceased) _____

Street Address (If different from Father) _____

City/State/Zip _____

Home phone _____ Cell phone _____

E-mail address _____

Condition of health: _____

Do you have any medical conditions that we need to be aware of for housing purposes? _____

If yes, please explain: _____

Food Allergies/Dietary Restrictions: _____

FAMILIARITY How did you hear about Riverside?

- ☐ Attended a retreat ☐ A friend informed me ☐ Other: _____
- ☐ Past summer camper ☐ Riverside website _____

EDUCATION**High School Currently Attending:** _____**College Courses Previously Taken or Currently Taking:** _____**PREVIOUS EMPLOYMENT/VOLUNTEER EXPERIENCE**

Please complete this section for each of your employment and/or volunteer experiences, starting with your current employer and working backwards.

(If necessary, please use a separate page for additional employment or volunteer experiences.)

Experience 1

Employer/Volunteer Organization:	Full or Part time:
Address:	Dates Employed/Volunteered:
Phone:	Responsibilities:
Supervisor:	Reason for Leaving:

Experience 2

Employer/Volunteer Organization:	Full or Part time:
Address:	Dates Employed/Volunteered:
Phone:	Responsibilities:
Supervisor:	Reason for Leaving:

Experience 3

Employer/Volunteer Organization:	Full or Part time:
Address:	Dates Employed/Volunteered:
Phone:	Responsibilities:
Supervisor:	Reason for Leaving:

(Please use a separate page for any additional employment or volunteer experiences.)

REFERENCES

(Please fully complete all sections.)

One reference must be someone of the opposite sex and no more than one family member

PASTORAL/MINISTRY REFERENCE

Full name	Current City	State	
Email address	Daytime phone	Evening phone	Relation

PERSONAL/PROFESSIONAL REFERENCE *(i.e. current or former supervisor, coworker, volunteer coordinator, etc.)*

Full name	Current City	State	
Email address	Daytime phone	Evening phone	Relation

FAMILY MEMBER

Full name	Current City	State	
Email address	Daytime phone	Evening phone	Relation

PERSONAL ESSAYS

Please take the time to answer these questions on a separate piece of paper.

Please be yourself in your responses as these questions help us get to know you better!

We are not looking for massive answers for each of these questions. Generally, a few sentences to a paragraph is sufficient in most instances.

1. What do you like to do for fun?
2. The Riverside mission statement is "To know Jesus Christ and to make Christ known to all." What excites you about this mission?
3. How do you feel God has called you to this position?
4. Describe your faith journey and how this impacts the way you live.
5. What is your personal confession of faith? (please expand on your view of the Trinity: Father, Son, Holy Spirit)
6. What is your understanding of scripture and how it applies to your life?
7. What is your current church and/or ministry involvement?
8. From everything you've learned about being a junior cabin leader or wrangler and Riverside, tell us how you feel you would make a contribution to the ministry at Riverside. Include any skills or hobbies that you think would benefit this ministry.
9. Have you had any volunteer or work experiences working with children or students? Why do you want to work with children and students this summer?
10. As a member of the summer staff, you may be called to do work beyond your specified duty based on need. How do you feel about this?
11. Have you worked or volunteered at a camp before? What was the name/location of the camp?
12. Are you a certified lifeguard? If so, when does your certification expire?
12. Are you interested in attending our free lifeguard training to be held at Riverside May 14-18? We have a high need for lifeguards during the summer, so if you are a strong swimmer, please consider this free training to help us in this area.
13. What else should we know about you?

Background Questions For any "yes" answers, please attach a detailed explanation in writing.

- Y N Have you ever been convicted of a criminal offense (felony or misdemeanor)?
Answer "yes" if you have entered a plea agreement including a deferred sentence or deferred judgement arrangement in connection with a criminal case.
- Y N Have you ever been charged with a sexual offense, offense relating to children, or crime of violence?
- Y N Have you ever physically or sexually abused an adult or child?
- Y N Have you ever reported to any organization or registry for abuse or misconduct involving children?
- Y N Has someone ever accused you of abusing a child?
- Y N Have you ever been named in a restraining order?
- Y N Do you have any disciplinary action or investigation pending by an employer, other organization, professional association, or licensing body, for violence, sexual misconduct, or misconduct involving children?
- Y N Have you ever been disciplined or dismissed from any volunteer or employment position for any reason or following an allegation of sexual misconduct, physical aggression, verbal aggression, or other inappropriate behavior or conduct?
- Y N Do you now or have you ever sought out or intentionally viewed child pornography?

We desire God's will for you and for the ministries of Riverside Lutheran Bible Camp! Please, continue to pray that God will reveal and confirm His will for you with regard to the summer staff at Riverside Summer 2020.

Your application will not be considered complete until all of the following are received:

Enclose the following, postmarked no later than February 1, 2020:

- ☐ fully completed Application
- ☐ fully completed Applicant Statements and Agreed Code of Conduct form

to:

**Riverside Lutheran Bible Camp
Attn: Summer Staff
3001 Riverside Road
Story City, Iowa 50248**

Trust in the Lord with all your heart, and lean not on your own understanding, in all your ways acknowledge Him, and He shall direct your paths (Proverbs 3:5-6)

God's Peace and Blessings,



Lute Olson
Program Coordinator
Lute@RiversideLBC.org



Jessie Muntz
Associate Program Coordinator
Jessie@RiversideLBC.org



Bailey Comegys
Assistant Program Coordinator
Bailey@RiversideLBC.org

Applicant Statements and Agreed Code of Conduct

Please initial each of the following statements:

_____ I declare that all statements contained in this application are true and that any misrepresentation or omission is cause for rejection of my application, or dismissal from my employment or ministry involvement.

_____ I understand that my references and contacts from prior ministries or non-ministry related work with children, student, or disabled adults may be contacted and that an appropriate criminal background check will be conducted. I authorize investigations of all statements contained in this application and I specifically authorize Riverside Lutheran Bible Camp to undertake a criminal background check of my past.

_____ I understand that I must be interviewed and recommended by a member of the Riverside Lutheran Bible Camp staff before I begin my ministry or employment position.

_____ I understand that I can withdraw from the application process at any time.

_____ I understand that Riverside Lutheran Bible Camp has a policy of ZERO TOLERANCE FOR ABUSE and takes all allegations of abuse seriously. I further understand that Riverside Lutheran Bible Camp cooperates fully with the authorities to investigate all cases of alleged abuse. Abuse of any kind is grounds for immediate dismissal from my employment and possible criminal charges.

_____ I declare that I am not a pedophile or child molester. I have not perpetrated physical abuse, sexual abuse, emotional abuse or neglect against a child, a student or disabled adult, and I have never been accused of these acts.

_____ I understand and agree that false statements and/or omissions regarding past conduct and/or present situations may be grounds for denial of this application for employment, and that refusal to inform Riverside Lutheran Bible Camp of the contents of a sealed criminal record will result in the automatic denial of the application.

_____ If employed, I agree to read and abide by all Policies and Procedures provided to me by Riverside Lutheran Bible Camp concerning my conduct and behavior toward children, students or disabled adults participating in Riverside Lutheran Bible Camp programs.

_____ I have a strong desire to serve in a Christian community, to know Jesus Christ, and to make Christ known to all!

Signature: _____ Date: _____

For Office Use Only

I have reviewed this application and have noted any missing information.

Program screening committee member: Signature: _____ Date: _____