

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 Youth Ministry Team Member
FROM: Riverside Lutheran Bible Camp
RE: Youth Ministry Team Program

Hello from Riverside Lutheran Bible Camp,

We are in the process of preparing and hiring for our next Youth Ministry Team here at Riverside. Our aim is to have a Christ centered staff who are committed to growing in their relationship with Jesus, learning and growing in community, and serving the ministry of Riverside and a local congregation.

If you are interested in applying to be part of this ministry team for the upcoming school year, please fill out the Youth Ministry Application Form. As you complete this form, please do so accurately and honestly and return it to us when it is complete. To be a complete application, all forms and references must be submitted. Please complete your application in a timely manner, as we attempt to have hiring done as soon as possible.

As a Youth Ministry Team member, you would arrive for training on August 28, 2019. Compensation includes a monthly salary of \$1350/month, plus room and board. The Youth Ministry Team works throughout the school year and the contract ends the first Sunday of May. Please keep in mind that we are not able to hire all applicants, and we invite you to join us in prayer about where God will lead you this next year. Thank you for your interest in this leadership program as we strive to raise up leaders for the local church! Please contact me if you have any questions.

God bless you,

Jessica Muntz

Jessie Muntz

Associate Program Coordinator

Jessie@RiversideLBC.org

515-733-5271



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Youth Ministry Team Application 2019-2020

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

Date of birth ___ / ___ / ___ Age ___ Social Security # ___ - ___ - ___ Gender male female
mo day year

CURRENT ADDRESS

Street _____

City/State/Zip _____

Home phone _____ Cell phone _____

Email address _____

FAMILY

Father's Name (please indicate if deceased) _____

Street Address _____

City/State/Zip _____

Home phone _____ Cell phone _____

E-mail address _____

CHURCH AFFILIATION

Home congregation _____

Street Address _____

City/State/Zip _____

Business phone _____

E-mail address _____

Name of Pastor _____

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

Street _____

City/State/Zip _____

Home phone _____ Cell phone _____

Email address _____

Mother's Name (please indicate if deceased) _____

Street Address (If different from Father) _____

City/State/Zip _____

Home phone _____ Cell phone _____

E-mail address _____

Current congregation (if different from home congregation) _____

Street Address _____

City/State/Zip _____

Business phone _____

E-mail address _____

Name of Pastor _____

Electronic applications available at www.RiversideLBC.org

FAMILIARITY How did you hear about the Youth Ministry Team program at Riverside?

- Attended a retreat
 A friend informed me
 Other: _____

 Am a past staff member
 Riverside website

EDUCATION

High School Please check only one:

- Graduated high school (year) _____
 Earned high school diploma equivalency (year) _____
 Other--please explain: _____

Christian Education Please check all that apply:

- Independent Bible study
 College course
 Bible School
 Seminary

Post high school

School	Major/Minor (s)	Years attended	Degree

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. (Please use back of page for additional employment or volunteer experiences.)

Experience 1

Employer:	Full or Part time:
Address:	Dates Employed:
Phone:	Responsibilities:
Supervisor:	Reason for Leaving:

Experience 2

Employer:	Full or Part time:
Address:	Dates Employed:
Phone:	Responsibilities:
Supervisor:	Reason for Leaving:

PREVIOUS EMPLOYMENT/VOLUNTEER EXPERIENCE (continued)

Experience 3

Employer:	Full or Part time:
Address:	Dates Employed:
Phone:	Responsibilities:
Supervisor:	Reason for Leaving:

Experience 4

Employer:	Full or Part time:
Address:	Dates Employed:
Phone:	Responsibilities:
Supervisor:	Reason for Leaving:

Within the past three years, what job or volunteer responsibilities have given you the most personal satisfaction and why? _____

Do you have any skills or hobbies that you think can benefit this camping ministry?

What do you like to do for fun?

Marital Status: Single Married Widowed Divorced Spouse's Name _____

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	Address	City	State	Zip
Email address	Daytime phone	Evening phone	Relation	

PERSONAL/PROFESSIONAL REFERENCE

Full name	Address	City	State	Zip
Email address	Daytime phone	Evening phone	Relation	

FAMILY MEMBER REFERENCE

Full name	Address	City	State	Zip
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.

1. How do you feel that God has called you to apply and to serve at Riverside?
2. Describe your faith journey and how this impacts the way you live.
3. What is your personal confession of faith? (please explain your view of the Trinity: Father, Son, Holy Spirit)
4. What is your philosophy of Youth Ministry?
5. What is your understanding of scripture and how it applies to your life?
6. Explain the gospel as if to a teenager who doesn't understand what Christianity is all about.
7. What is your current Church/Campus ministry involvement?
8. What experience do you have working with a team? What do you believe are the positives and negatives of working within a team structure?
9. As a member of the YMT, you may be called to do work beyond your specified duty based on need.
How do you feel about this?
10. What is the biggest challenge you have faced in a ministry context, and how did you deal with it?
11. Do you have any questions for us?

LEGAL HISTORY

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 judgment 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 reported to any organization or registry for abuse or misconduct involving children?
- Y N** Have you ever been named in a restraining order?
- Y N** Have you ever been accused of a criminal offense?
- 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** Have you ever been reprimanded, or asked to leave or end your membership in a church?
- Y N** Have you ever been the subject of a complaint or disciplinary proceeding concerning any professional license or professional affiliation held by you?

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 Youth Ministry Team Program.

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

- Enclose the following, and mail as soon as possible:
- fully completed Application
 - fully completed Applicant Statements and Agreed Code of Conduct form
 - fully completed Background Check Authorization Form (found on back page)

to:

**Riverside Lutheran Bible Camp
Attn: Jessie Muntz
3001 Riverside Road
Story City, Iowa 50248**

- Email a recent photo of yourself for identification purposes to: Jessie@RiversideLBC.org

May the God of hope fill you with all joy and peace as you trust in Him! (Romans 15:13)

God's Peace and Blessings,

Jessie Muntz
Associate Program Coordinator
Jessie@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: _____

DISCLOSURE AND AUTHORIZATION FORM TO OBTAIN CONSUMER REPORTS FOR EMPLOYMENT PURPOSES

Please Read Carefully Before Signing the Authorization

DISCLOSURE

In considering you for employment and, if you are employed, in considering you for subsequent promotion, assignment, reassignment, retention, or discipline, Riverside Lutheran Bible Camp, ("the Company") may request and rely upon one or more consumer reports or investigative consumer reports about you that we obtain from a consumer reporting agency, such as IntelliCorp Records, Inc.

For explanation purposes:

- a "consumer report" is a written, oral or other communication of any information by a consumer reporting agency bearing on your credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living which is used or expected to be used or collected in whole or in part for the purpose of serving as a factor in making an employment-related decision about you. Such information may include, for example, credit information, criminal history reports, or driving records; and
- an "investigative consumer report" is a consumer report in which information on your character, general reputation, personal characteristics, or mode of living is obtained through personal interviews with your prior employers, neighbors, friends, or associates, or with others who may have knowledge concerning any such items of information. In the event an investigative consumer report is requested about you, you are entitled to additional disclosures regarding the nature and scope of the investigation requested, as well as a written summary of your rights under the Fair Credit Reporting Act ("FCRA").

Under the FCRA, before the Company can obtain a consumer report or investigative consumer report about you for employment purposes, we must have your written authorization. Before we take adverse action on the basis, in whole or in part, of information in that report, you will be provided a copy of that report, the name, address, and telephone number of the consumer reporting agency, and a summary of your rights under the FCRA.

AUTHORIZATION

I have read and understand the foregoing Disclosure, and authorize the Company to obtain and rely upon consumer reports or investigative consumer reports in considering me for employment and, if I am employed, in considering me for subsequent promotion, assignment, reassignment, retention, or discipline. By my signature below, I authorize the Company to obtain any such reports and to share the information received with any person involved in the employment decision about me.

I do _____ do not _____ authorize you to contact *my current* employer for Employment and Reference Verifications

(This will authorize immediate inquiries to the Human Resources Department and to any listed supervisors or references in the Employment/Reference Section of your application.)

I also agree that this Disclosure and Authorization in original, faxed, photocopied, or electronic (including electronically signed) form will be valid for any consumer reports or investigative consumer reports that may be requested about me by or on behalf of the Company.

Applicant Signature

Date

Personal Data

Last Name First Name Middle Name

Current Address Dates Lived Here

Addresses for the Past Seven Years: (include street, city, state, zip code) Dates of Residence:

_____/_____/_____
Date of Birth Other Names Used (including maiden name) Years Used

_____-_____-_____
Social Security Number Driver's License # State

Email address (may be used for official correspondence)

I have the right to make a request to **IntelliCorp Records, Inc**, upon proper identification, to request the nature and substance of all information in its files on me at the time of my request, including sources of information, and the recipients of any reports on me which **IntelliCorp Records, Inc** has previously furnished within the two year period preceding my request.

I certify that all of elements of the personal data I have provided are true, accurate and complete. I understand and agree that any omission, false statement, misleading statement, or answer made by me on my application or any supplements to it and in any interviews will be sufficient grounds for rejection of employment and my discharge after employment.

Printed Name Applicant Signature Date