



COMECA

2010 SUMMER STAFF EMPLOYMENT APPLICATION

NAME _____

HOME ADDRESS _____ CITY, STATE, ZIP _____

HOME PHONE _____ CELL PHONE _____

EMAIL _____

CHURCH _____

COLLEGE (and class) _____

SOCIAL SEC. NUMBER _____ BIRTHDATE _____ AGE _____

T-SHIRT SIZE _____

PASTOR'S NAME _____ PHONE NUMBER _____

ADDRESS _____ CITY, STATE, ZIP _____

CHURCH PASTOR NOW SERVES _____

PREVIOUS COMECA EXPERIENCE _____

OTHER CAMP EXPERIENCE _____

Each person chosen over the age of 18 must be willing to undergo a criminal background check.

TWO ADDITIONAL REFERENCES: (Other than family and pastor) Enclosed are two copies of reference forms. Give these to the two people you have listed below. Have them fill out the form and mail it back to Comeca. Your employment form will to be processed until these completed reference forms are returned to Comeca. *NOTE: These references should be 21 years of age or older.*

1. NAME _____ PHONE NO. _____

ADDRESS _____

CITY, STATE, ZIP _____

2. NAME _____ PHONE NO. _____

ADDRESS _____

CITY, STATE, ZIP _____

Sports/Games

Check all that apply to you

- I have been a part of organized sports teams
- I exercise regularly to stay in good physical shape
- I have led games for people younger than me
- I know many games that children of varying skill levels could be more equal in
- I have led games for groups of 40 or more participants

Personality Profile

Check the 3 circles that you consider your greatest strengths

- Patience
- Organization
- Motivation
- Strong Work Ethic
- Open mindedness
- Problem Solving Skills
- Sense of Humor
- Positive Outlook
- Flexibility
- Encouraging

Check the 4 boxes that most apply to you

- I am very outgoing and like to meet as many people as possible
- I like to lead and have a strong voice in most groups
- It is important for me to have a schedule with things laid out in an orderly fashion
- I prefer to cultivate deeper, one-on-one relationships with a few people in the group
- It is important to me to get all my responsibilities out of the way before anything else
- I feel comfortable with just about anyone
- I usually have multiple projects I am trying to complete at any given time
- It is very difficult to make me nervous or upset
- I like to fix problems
- I am a perfectionist
- It is important to me to always be looking for ways to help out my peers and co-workers
- I try to enjoy every moment of every day
- I am looking to challenge myself and do something that scares me a little
- I don't tire or get frustrated quickly. I have a lot of stamina
- I think a great deal about how my decisions and actions will affect others.

Nature

Check the circles of programs you are interested in enough to lead a group in

- Hiking
- Wildlife
- Stargazing
- Environmental Education/Ecology

Music

Check circle if you possess any of these musical items

- Strong voice that can lead songs
- Wide-ranging knowledge of Christian music that could introduce camp to new songs
- Interest/Knowledge of music theory
- Instrumental music proficiency (if so, which instrument?)_____

Camp Interest

Mark the 4 circles that you are most interested in

- Spiritual Formation
- Outdoors
- At-Risk Children and Youth
- Small Camps
- Large Camps
- Water Activities
- Drama
- Developmentally Disabled Camper
- Recreational Activities
- Developing new relationships
- Spiritual Programming/Discussion
- Worship
- Art
- Counsel/Advice/Sharing
- Elementary ages (8-12)
- Youth (13-18)

Technical Skills

Check if you are proficient in these categories

- Digital Photography
- Web design and development
- PowerPoint and other Presentations
- Graphic Design/Desktop Publishing
- Sound Equipment & Set-up
- DVD/Video Production

Worship Strengths

Check the worship areas in which you are most talented or experienced

- Prayer
- Spiritual Leadership
- Scripture Reading
- Skits
- Speaking (Proclamation)
- Behind the Scenes/Set-up
- Planning/Organizing
- Creative Ideas

Working with Children/Youth

In what 4 areas do you think you offer the best gift for campers

- One on one counseling
- Worship/spiritual leadership
- Companionship
- Social interaction
- Play
- Supervision/keeping safe
- Patience/unconditional love
- Bonding a cabin group
- Organizing activities/programs for campers
- Teaching about Christ
- Emotional/spiritual support
- A positive role model
- A good host
- Teaching new skills
- Hard work to provide the best experience
- Solving problems

Working with Children/Youth

Check places you have experience working with people younger than you and describe your duties

- Day Care

Time Worked _____ What you did _____

- Youth Group Intern/Assistant

Time Worked _____ What you did _____

- Sunday School/Vacation Bible School

Time Worked _____ What you did _____

- Other Camps

Time Worked _____ What you did _____

- Boys and Girls Clubs? YMC etc

Time Worked _____ What you did _____

- School/Tutoring

Time Worked _____ What you did _____

- Other

Time Worked _____ What you did _____

- Other

Time Worked _____ What you did _____

- Other

Time Worked _____ What you did _____

- Other

Time Worked _____ What you did _____



Comeca
 75670 Road 417
 Cozad NE 69130
 308-784-2808
www.campcomeca.com

Voluntary Disclosure Statement
All Camp Staff & Volunteers

Name _____ Birth date _____
 Home address _____
 Social Security # _____ Other names by which known (e.g., maiden name) _____
 Home phone _____ Cell phone _____ Work phone _____
 School or College _____
 Address _____
 Driver's license # _____ State _____ Expiration Date _____

1. Previous residence(s) for last 5 years (including college and home residences):

City _____ State _____ Zip _____
 City _____ State _____ Zip _____
 City _____ State _____ Zip _____
 City _____ State _____ Zip _____

(Continue on separate sheet if necessary)

2. Have you ever been convicted of any crime relating in any manner to children and /or your conduct with them? Yes No

If yes, please explain: (Use a separate sheet if necessary.)

3. Have you ever been convicted of any crime including, but not limited to, those listed below and/or any crime similar in any manner to those listed below? Yes NO

- Indecent assault and battery on a child under fourteen
- Indecent assault and battery on a mentally challenged person
- Indecent assault and battery on a person fourteen or older
- Rape
- Rape of a child under sixteen with force
- Assault with intent to commit rape
- Kidnapping of a child under sixteen with intent to commit rape
- Distribution of trafficking of narcotics or other controlled substances
- Intent to commit any of the above crimes

If yes, please explain: (Use a separate sheet if necessary.)

4. Have you ever been judged liable for civil penalties or damages involving sexual or physical abuse of children? Yes No

If yes, please explain: (Using a separate sheet if necessary.)

5. Are you now or have you ever been subject to any court order involving sexual or physical abuse of a minor, including, but not limited to a domestic order or protection? Yes No

If yes, please explain: (Using a separate sheet if necessary.)

6. Have your parental rights ever been terminated for reasons involving sexual or physical abuse of children? Yes No

If yes, please explain: (Using a separate sheet if necessary.)

I understand that:

A. The camp may deny employment to or decline volunteer service from any person who answers any of questions numbered 2-5 above in the affirmation.

B. In applying for a camp position (either paid or voluntary) the information which I have furnished on this form is subject to verification, which may include a criminal history check and request from any Central Registry of child abuser.

C. The camp may terminate employment or volunteer service of any person:
1) Found to have a history of complaints of abuse of a minor and/or
2) Found to have resigned, been terminated or been asked to resign from a position whether paid or unpaid, due to complaint(s) of sexual abuse of a minor.

D. This disclosure statement must be updated yearly.

Signature _____ Date _____

Signature of Minor's Parent or Guardian _____ Date _____



Comeca Summer Staff Reference Form for 2010

****CONFIDENTIAL INFORMATION****

Explanation: The following applicant has applied to work this summer at Comeca. Summer Staff is a rigorous time. Staffers spend great amounts of time with campers, plan worship, lead activities, enforce safety, and could operate hazardous equipment. Staffers are spiritual leaders and role models even after summer camp for volunteers and campers. Your evaluation could influence a hire or warn us of a potentially ineffective staffer, so answer thoroughly and honestly. Please use the empty space on the back for further comment.

To be used as a Reference: you must be older than 21, **not** a family member, and you should know the applicant predominately on a professional lever. You must be able to thoroughly and objectively evaluate the applicant's strengths and weaknesses in regards to work with children and youth without serious conflicts of interest. If you do not feel you can complete the form objectively or there are conflicts of interest, please return the form to the applicant.

Applicant's Name _____

How do you know this applicant? _____

How long have you known the applicant? _____

Check the applicant's greatest strengths (especially at a summer camp for children and youth)

- Goes extra mile to make activities fun
- Children/youth respect him/her
- Makes co-workers better
- Always positive
- Keeps high energy level
- Communicates with tact and respect
- Good with problem children/youth
- Relates well to different age levels
- Responsible when left in charge of task
- Safety conscious/doesn't break things

Check what might be a weakness for this applicant (especially at a summer camp)

- Tardiness/disorganization
- Accident prone
- Sometimes not sensitive to others needs
- Easily overwhelmed
- Can seem mean, rude, or offensive
- Has problems with authority
- Too strict
- Too easygoing
- Easily distracted
- Problems working with peers
- Too social
- Could wear out over a whole summer

The Applicant:

- Has a knack for working w/other
- Works well with certain people
- Likes to work alone
- Has problems working with others
- Looks for ways to help everyone
- Will help in any way you ask
- Is helpful at times
- Has to be pushed to help out
- Is often not very helpful
- Works to improve when criticized

Describe something the applicant has done that really impressed you.

Describe an instance when the applicant has dealt with a serious problem and how he/she handled it.

Check what best applies in regards to the applicant's maturity level.

- The most mature person I know
- Mature beyond his/her years
- Average for his/her age
- Mature at times, immature other times
- Is a big kid
- Doesn't act his/her age

Tell what the applicant does that makes him/her a good spiritual leader.

What of the applicant's personal qualities could be a potential obstacle in his/her spiritual leadership?

Check the boxes that apply in regards to the applicant's moral/religious character

- Constant positive example everywhere
- Deep/Mature faith in God
- Consistently prayerful
- Good heart despite some rough times
- Questionable witness outside of work
- Can be too close-minded religiously
- Works hard to live out faith
- Poor desecration in what he/she says

Share your feelings on the applicant caring for children/youth who are very important to you?

- I trust him/her as much as I trust myself
- The first I would leave children with
- I am fine leaving children with him/her
- I would use him/her I was in a bind
- Probably not, I don't trust him/her
- No, I know he/she is abusive (Explain below)

Name _____ Signature _____ Date _____

Daytime Phone _____ Evening Phone _____

Send the completed form to:

Comeca
75670 Road 417
Cozad NE 69130
308-784-2808
director@campcomeca.com

(The applicant should not see the completed form)

Further Comment: