

**United Methodist Camp Tekoa**  
**2010 Staff Assistant Application**

PO Box 160 Hendersonville, NC 28793

Phone: (828) 692-6516 Fax: (828) 697-3288



*Touching Hearts, Changing Lives,  
Sharing the Light of Christ*



Please return completed application to:  
Camp Tekoa  
Staff Assistant Application  
PO Box 160  
Hendersonville, NC 28793  
Or to: mikepruett@camptekoa.org

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ MI: \_\_\_\_\_

What you prefer to be called: \_\_\_\_\_

**Contact Information:**

Permanent address:

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

Secondary/other address:

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

Primary email: \_\_\_\_\_

Secondary email: \_\_\_\_\_

Permanent phone: \_\_\_\_\_

Best time to reach you: \_\_\_\_\_

Cell phone: \_\_\_\_\_

Best # to reach you: \_\_\_\_\_

**Personal Information:**

Gender: \_\_\_\_\_ Male \_\_\_\_\_ Female

T-shirt size: \_\_\_\_\_

\*SA applicants must be 17 years old or older by June 1<sup>st</sup>, 2010.

Do you meet or exceed the age requirement? \_\_\_\_\_ Yes \_\_\_\_\_ No

**General Information:**

What led you to apply to be a Camp Tekoa's Staff Assistant?

Staff Assistant training for summer 2010 begins June 13<sup>th</sup> and concludes on June 19<sup>th</sup>. Summer camp season ends on August 14<sup>th</sup>. All Staff Assistants are asked to serve for 6 weeks after the training week. This allows for each staff assistant to have a week off during the summer. Please list any dates that you already have schedule obligations, outside of camp, during the summer camp season.

Please list your preferred interview dates and locations as 1<sup>st</sup>, 2<sup>nd</sup>, or 3<sup>rd</sup> choice: (Specific times and locations will be arranged as applications are received).

**Jan. 10:** Charlotte \_\_\_\_\_

**Jan. 13:** Hendersonville \_\_\_\_\_

**Jan. 14:** Winston-Salem \_\_\_\_\_

**OR**

**It is absolutely, not possible for me to attend one of the above listed locations for my interview \_\_\_\_\_**

## Personal Response

Please answer the following questions. Use extra sheets of paper if necessary.

1. Why would you like to serve as a Staff Assistant at Camp Tekoa? What do you hope to accomplish, learn, and share while you are a Staff Assistant?
2. We feel a quality Christian camping experience can have a positive impact on a child/youth's life. What life experiences have positively impacted your Christian walk?
3. What do you feel is your greatest accomplishment? How has this accomplishment affected your life?
4. Do you participate in any extracurricular activities or clubs? If yes, please specify
5. What are your major interests and hobbies?
6. If you were a CIT in 2009, what did you learn from you experience and what would you improve on as a Staff Assistant? If you did not serve as a CIT, please tell us about your most recent employment or leadership role and what you learned from the experience.

## Additional Questions

Please answer the following questions:

Do you have any previous experience working with Children?

\_\_\_Yes

\_\_\_No

If Yes, What capacity?

Have you ever been accused of, charged with, or convicted of a crime involving a child? \_\_\_Yes \_\_\_No

Have you ever been involuntarily discharged from a job? \_\_\_Yes \_\_\_No

Have you ever been hospitalized for drug or alcohol use? \_\_\_Yes \_\_\_No

If you answered "Yes" to any of the above questions, please give details.

## References

Camp Tekoa requires each applicant to provide three completed reference forms. Reference forms need to be from each of the following people: **1)** from your minister, Christian educator or youth leader, **2)** a teacher or employer, and **3)** a family friend or church member. You cannot use a family member as a reference. It is your responsibility to make sure that these forms have been returned. Your references must be received by Camp Tekoa before you can be accepted. Provide your personal references with a copy of the reference form and a stamped envelope addressed to:

**Camp Tekoa  
CIT Application File  
P.O. Box 160  
Hendersonville, NC 28793**

**Reference forms are accessible from the Camp Tekoa website at the application forms link:  
[www.camptekoa.org](http://www.camptekoa.org)**

Please read and respond to the following statements by selecting "Yes" or "No":

### Statement 1

I release all previous employers and/or references to provide my records, reasons for termination and all information they have concerning me to Camp Tekoa. In addition, I authorize investigation of all statements herein and hereby release all parties from all liability or damage arising there from. I further authorize a criminal history background check to be conducted to determine the existence of any convictions.

Yes  No

### Statement 2

I certify that I am in good health and have no chronic conditions that would limit my ability to do the job for which I am applying. I can lift over 50 pounds and withstand an outdoor work environment.

Yes  No

### Statement 3

In the event of employment, I would consider it a privilege to undertake ANY responsibility assigned to me by the Tekoa leadership. I agree to comply with all policies and guidelines of United Methodist Camp Tekoa. I understand this includes, yet is not limited to, my agreement to refrain from smoking, drinking alcohol, use of narcotics and sexual misconduct during the period of my employment.

Yes  No

### Statement 4

I understand that, if employed, I will be an at-will employee. I also certify that all statements given on this application or any other personnel records are true and accurate, and I realize that untrue, misleading or omitted information herein may result in dismissal, regardless of the time of discovery.

Yes  No

I hereby certify that all information provided in this application is true, correct and complete. If any information proves to be incorrect or incomplete I understand that grounds for canceling of any and all offers of employment will exist and may be used at the discretion of Camp Tekoa.

By typing or signing your name and dating below, this certifies that you have read and understand all statements listed above in this application and history background check consent form.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please include a recent photograph of yourself when you return your application, or be sure to bring one with you to your scheduled interview.**