



Ministry Application—First Time

**Ministry applications and Reference Forms can be *printed* but not *filled out* 'online' (bethelgospelcamp.com). Criminal Record Checks are only available in hardcopy at a sponsoring church or local Police detachment.

CHECK LIST:

1. **CRIMINAL RECORD CHECK:**

Criminal Record Checks (CRC) are required every year as informed by the authorities.

Read the instructions for the **Criminal Record Check** (a 'filled out' sample **CRC** is available at the sponsoring churches to help you if needed)

Complete the form and personally take it along with the "CRC Application letter" (below) to the **RCMP** along with 2 pieces of identification (one photo id) by **Tues.** before 4:00 pm and pick it up yourself on **Friday.**

2. **SEND:** Send the **completed application** along with your **Criminal Record Check** to the Bethel address (see below) or use the **Camp Mailbox** in your church.

Bethel Gospel Camp

Box 2583

Meadow Lake, Sask.

S9X 1Z6

3. For those applying to minister/serve at Bethel Gospel Camp for the **first time** you will be providing 3 references.

REFERENCES: Have your **three references** fill out the reference forms and: (A) Send to Bethel Gospel Camp

Box 2583

Meadow Lake, Sask.

S9X 1Z6

or

(B) Give them to one of your **camp reps** or (C) drop them in the **Bethel Camp mailbox** in one of the sponsoring churches (Alliance, Efree, Compass, Northwest Community Church)

4. We will confirm with you our decision.

5. **Thank you** for being willing to go through this process to work at Bethel Gospel Camp.

See you this summer!



Ministry Application Form—First Time

(Information received is strictly confidential)

We recognize that this Ministry Application Form is extensive. We wish we did not have to ask many of these questions. However, to adhere to our insurance conditions, and to minimize the risk of abuse within BGC ministries, we believe this information is necessary to protect our campers and our staff. Thank you in advance for your understanding and thank you for giving your time and for using your gifts and abilities to further God’s kingdom.

Full name _____ Male _____ Female _____

Date of birth _____ Hospitalization (health card) # _____

Single _____ Married _____ Engaged _____ Separated _____ Divorced _____ Remarried _____ Widow/Widower _____

Spouse’s name (if applicable) _____

Mailing address _____

Phone: (H) _____ (W) _____ (Cell) _____

Email _____

Grade completed _____ Post-secondary: Years completed _____ Degree received _____

Do you attend a church? Yes _____ No _____ If ‘yes’ what church do you attend? _____

What is your Pastor’s name? _____ Contact information _____

May we contact your Pastor? Yes _____ No _____

How long have you attended? _____ Do you attend regularly (2 or more services a month)? _____

When did you accept Christ as your Saviour? _____ Have you been baptized? Yes _____ No _____

Present occupation and/or employer _____

Hobbies, interests, or skills _____

FREE T-Shirt size (circle): Youth – S, M, L OR Adult – S, M, L, XL, XXL

Are there additional courses or training that you have received that would better equip you for this ministry?

Indicate whether you are applying as a: Volunteer (unpaid) _____ or Paid Staff _____

Position you are applying for:

____ Head Cook ____ Cooks Helper ____ Dining Hall
____ Maintenance/Janitor ____ Full Time Summer Staff

Camp dates you are applying for (note some dates may overlap):

Bethel Camp (Jeanette Lake)

Mother/Daughter Camp(May 26-28)_____

DIY Work Camp(June 29-July 1)_____

Celebrate 75th Anniversary (July 2) All are welcome

LITE (July 2-14)_____

Staff Training (July 3-4) _____

Teddy Bear (July 5-7)_____

Children's 1 (July 10-14)_____

Children's 2 (July 17-21)_____

Junior Teen (July 24-28)_____

Senior Teen (July 31- Aug. 4)_____

Children's 3 (August 7-11)_____

Children's 4 (August 14-18)_____

**** Staff Training will be July 3-4. This is mandatory for ALL cabin leaders and open to other ministry positions (staff).**

Theme for this year is **Fashion through the years** as we celebrate 75 years of operations.

Please provide the names of three individuals, excluding relatives, who could provide a reference for you. Include at least one reference from **outside your church**. Please include e-mail addresses if possible. These references may be contacted.

1. Name of reference_____ Phone #_____

Address_____

Email_____

2. Name of reference_____ Phone #_____

Address_____

Email_____

3. Name of reference_____ Phone #_____

Address_____

Email_____

BETHEL GOSPEL CAMP

RELEASE OF INFORMATION AND DECLARATION OF INTENT

I hereby give Bethel Gospel Camp permission to contact persons named as references to ascertain my suitability for ministry. I release all such references from liability for any damage that may result from furnishing such evaluations to you.

I also grant permission for Bethel Gospel Camp to perform a personal criminal record check, if deemed necessary, for purposes of my protection against false allegations and for the protection of those I serve. I consent to such an investigation with the understanding that the results will be kept in extreme confidence. I agree to adhere to the protection guidelines as adopted by Bethel Gospel Camp.

I understand that if my character or morals should be deemed inappropriate and/or criminal at any time during my service, Bethel Gospel Camp will be entitled to terminate my position without expressed cause or prior notice regardless of any oral or written statement by Bethel Gospel Camp prior to, at, or following the date of service.

I understand that Bethel Gospel Camp is responsible for the welfare of any person or persons entrusted to my care, and thus I will cooperate fully with the staff in the fulfillment of my duties and will keep all information I encounter in my ministry confidential. If at any time, I find that for any reason I am unable to support the policies, procedures or doctrine of Bethel Gospel Camp, I will graciously and quietly resign my position. If my supervisors find that I am in conflict with any of the policies, procedures, or doctrines and we are not able to resolve the issue, I will graciously and quietly agree to resign my position.

I hereby acknowledge that the information contained in this application for ministry is correct to the best of my knowledge.

Signature of applicant _____

Date _____

Signature of witness _____

Date _____

In a brief paragraph, please outline your spiritual journey: (If space is inadequate please attach separate page)

List your spiritual gifts (if you know them) you or others have identified in your life _____

Areas of ministry you are interested in _____

Please list present and previous ministry involvement (include previous experience with BGC):

1. Name of church or organization _____

Date and description of ministry _____

2. Name of church or organization _____

Date and description of ministry _____

3. Name of church or organization _____

Date and description of ministry _____

4. Other _____

In order to provide a safe and secure environment for our children, we believe it is necessary to include the following questions as part of our application process. All information will be kept confidential (police may access this information under warrant if requested). Answering “yes” to any of the questions does not necessarily preclude your involvement in ministry. Thank you for your understanding.

Have you had any painful experience (personal abuse in any form) that has better equipped you, or may hinder you from a productive ministry with children or youth? _____

If yes, please explain _____

Have you had any counselling regarding this circumstance? _____

Have you ever pled guilty to or been convicted of the use or sale of drugs? _____

If yes, please explain (*) _____

Have you ever been hospitalized or treated for alcohol or substance abuse? _____

If yes, please explain (*) _____

Have you ever pled guilty to or been convicted of any sexually related offences? _____

If yes, please explain (*) _____

Have you ever pled guilty to or been convicted of any abuse related offences? _____

If yes, please explain (*) _____

Are there circumstances involving your lifestyle or background that would call into question your ability to work with children or youth? _____

If yes, please explain (*) _____

Do you have a medical or psychiatric history or condition that may be relevant to your working with children and youth? _____

If yes, please explain (*) _____

Do you have any physical conditions that would prevent you from performing certain types of activities?

(lifting children, playing sports etc.)? _____

If yes, please explain _____

Staff Reference Form

_____ has applied to work at **Bethel Gospel Camp** and has indicated on his/her application that you might be willing to act as a personal reference. We have a program in our camp called "plan to protect" which is required by all insurance companies and is designed to protect the children and youth as well as the workers. We do a reference check on all workers. Your response will remain confidential. Thank you for your co-operation. Please forward this information to: Bethel Gospel Camp, Box 2583, Meadow Lake, Sask. S9X 1Z6 or drop it in the Bethel Camp mailbox of one of the sponsoring churches.

Your Name _____ Phone _____

Address _____ City _____

Postal Code _____ E-mail _____

1. Describe your relationship with this person?

2. How long have you known this person?

3. Please use the following scale to respond to the following:

X – no comment 1- low 2 - below average 3 - average 4 - very good 5 - excellent

How would you rate this individual in the following areas?

A) Ability to work with others X 1 2 3 4 5

B) Ability to follow through on commitments X 1 2 3 4 5

C) Ability to relate to children or youth X 1 2 3 4 5

D) Level of spiritual maturity X 1 2 3 4 5

4. What are the applicants greatest strengths as you see them?

5. Would you entrust the care of your child or youth to the applicant without concern, reservation or hesitation?

6. Do you have any concerns regarding this person working with children or youth? If so, please explain:

Signature _____ Date _____

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Signature _____ Date _____



Criminal Record Check Application Letter

Date: _____

Royal Canadian Mounted Police,
402-1st Ave. E.
Meadow Lake, SK.
S9X 1M8

Dear Sir/Ma'am:

(person's name, print)

has volunteered to work at Bethel Gospel Camp this summer. A police record check is required before the application can be considered.

Thank you for your attention to this matter.
Sincerely,

James Dyck
Executive Director, Bethel Gospel Camp
Phone: 306-240-9347 (cell)

Things to know:

Please keep this page for your reference

Kitchen/dining hall staff are required to wear closed toe shoes. Also, no long sleeves or skimpy tank tops permitted in the kitchen.

Kitchen/dining hall staff will receive duties from the head cook.

Maintenance/janitor staff may include duties that could stain or wreck clothing (such as painting or staining). Please bring appropriate clothing.

We would like staff to be at camp by 11:00 am of the first day of camp but are free to come Sunday night and join us for our staff meeting. Please let the Director know if you will be arriving late.

ALL staff will be asked to review our Child Protection Policy and sign a form saying they understand it.

All staff will be provided with accommodations. Some staff may be asked to share rooms depending on availability. Please let the Director know if you need private accommodations. If you don't need a room (staying in a camper or cabin) please let the Director know.

On Thursday we have a banquet with a dress up theme. Our theme for the summer is "Fashion through the years", celebrating our 75th year in operations.