



2019

661 E. Market Street, Williamstown, PA 17098; Phone: 570-850-9443  
[www.hopeshavencamp.org](http://www.hopeshavencamp.org); [info@hopeshavencamp.org](mailto:info@hopeshavencamp.org)

## Camp Mentor/Guide/Staff Application Information

We are blessed by your interest in the ministry of Hope's Haven. This sheet will explain our summer camp. We hope that you will be able to spend some time serving the Lord by working with us, ministering to needy children.

Our camp was founded in 2008 with the primary purpose of providing a Christian camp experience to children who have been physically or sexually abused or neglected. Our specially designed program is focused on building relationships through which healing, direction, and purpose through Jesus Christ can come into their disrupted lives.

The uniqueness of this camp is centered upon giving children a real outdoor experience with lots of opportunity for one-on-one contact with mentors. We have a ratio of one mentor for every two campers. During the summer, the children learn of practical Christian servanthood and love through crafts, hiking, swimming, games, campfires, singing, and of course, Bible studies, Bible stories, and Bible teaching. The program is informal and family oriented.

Our program is designed to lead an unbeliever to accept Jesus Christ as their personal Savior and to help a believer to commit his/her life to following the guidance of God's Word through the leading of the Holy Spirit. We emphasize prayer, Bible study, and the discussion of relevant life topics. There is lots of opportunity for one-on-one mentoring, which is key to building the relationship of truth that is necessary to turn a child to Christ.

We are able to provide this program free-of-charge to needy children, because we have no paid camp staff. We ask all of those who work at the camp to volunteer their time, because we consider our staff to be short-term missionaries. There is no cost for you other than your personal belongings and transportation. All camp costs are covered by donations.

Now, where do you fit in? During the summer, we need camp staff that can spend at least four days with us. If you're able to serve more than one "week" of camp, that's great. Our June are held at Camp Swatara in Bethel, PA.

What about qualifications? We require our camp staff to be committed Christians with a personal testimony of Jesus Christ's leading in their lives. In addition, they must have the desire and ability to lead a child to accept Jesus Christ as personal Lord and Savior. It has been our experience that this mission-minded camp setting can be overwhelming to a new believer. Therefore, we ask that our mentors and guides have been Christians for at least two years. Mentors need to be at least 21 years old, and guides, at least age 16. We also ask everyone to commit to reading the Mentor or Guide Training Handbook and attend staff training. The only additional requirement is a sincere desire to work with these hurting children. (Job descriptions are on the next page.)

Before you decide, we suggest you read our brochure or check out our Web site to give you a better idea of our ministry. In addition, please make your decision a matter of prayer. Ask the Lord to guide you and show you if this is His will for you. If the answer is "yes," please fill out the application, and send it to us right away – **March 31<sup>st</sup> at the latest**. The number of staff that volunteer directly relates to the number of campers we can accept. The sooner we get applications in and approved, the sooner we know how many children can come to camp. After receiving your application, we will contact your references, and then call you to set up a personal interview. We also require background checks. If your decision is "no," we understand. Please, pass along these materials to someone else whom you think might be interested.

If you have any questions about Hope's Haven, just call 570-850-9443 or send an e-mail to [info@hopeshavencamp.org](mailto:info@hopeshavencamp.org). God's blessing on you...

Jason and Vicki Tabb, Founders

Justus F. Bard III, Executive Director

## *Camp Staff Job Descriptions*

**Guide:** Hope's Haven camp guides are individuals aged 16 and older who act in a supportive role to the camp mentors and other camp staff. In addition, their job is to have fun with campers and build relationships with them, showing them what an authentic relationship with Jesus Christ looks like.

**Mentor:** Hope's Haven camp mentors are individuals aged 21 and older who are responsible for 1 to 2 assigned campers for the camp week. Mentors look after the health, safety, emotional, and spiritual welfare of their campers. They spend time with their campers, building a mentoring relationship with them. They teach their campers about biblical principles and life skills throughout the day, and they show them by example how to live out an authentic relationship with Jesus Christ.

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## *Hope's Haven Statement of Faith*

**These are the basics of our Christian beliefs.**

We believe...

- † In the Holy Scriptures as inspired by God, infallible in every respect, totally inerrant, and the only supreme authority in all matters of faith and conduct.
- † In one God, eternally present in three persons, Father, Son, and Holy Spirit.
- † The Lord Jesus Christ is God manifest in the flesh, His virgin birth, His sinless human life, His divine miracles, His resurrection, His ascension, and His personal return to this earth in power and glory.
- † That salvation is received for lost and sinful man through the blood Jesus shed for our sins by faith, apart from works, and the regeneration by the Holy Spirit.
- † In the Holy Spirit by whose indwelling the believer is enabled to live a holy life to witness and work for the Lord Jesus Christ.
- † The unity in the Spirit of all true believers, the Church, the body of Christ.



### CAMP STAFF APPLICATION FOR NEW STAFF

**Directions:** Please fill out completely using extra paper if necessary. Put your name at the top of each page. Type or print clearly with pen. Mail your completed application, along with a current photo, to the above address as soon as possible, **but no later than March 31, 2019. If you are filling out this application after March 31, please contact us so we can discuss what positions are still available.**

Please attach a current photo.

Name (First, Middle, Last): \_\_\_\_\_ T-shirt Size: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City & State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Gender: \_\_\_\_\_ Height: \_\_\_\_\_ Weight: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_  
 Cell: (\_\_\_\_) \_\_\_\_\_ Please check if we can send text  Work Phone: (\_\_\_\_) \_\_\_\_\_  
 E-mail: \_\_\_\_\_ Age: \_\_\_\_\_ SSN: \_\_\_\_\_  
 Birth Date: \_\_\_\_\_ Driver's License Number: \_\_\_\_\_  
 Marital Status: \_\_\_\_\_ Spouse's Name: \_\_\_\_\_  
 Children's Names & Ages: \_\_\_\_\_  
 \_\_\_\_\_  
 Emergency Contact Name & Relation: \_\_\_\_\_ Phone: \_\_\_\_\_

2018 Availability:  June 05-08 (grades 4-6)  June 9-12 (grades 7-9)  June 13-16 (grades 10-12)  
 Desired role:  Mentor (ages 21+)  Guide (ages 16+)  Other Staff: \_\_\_\_\_

**Education:** Number of years you attended High School: \_\_\_\_\_ College: \_\_\_\_\_  
 High School Name: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_  
 College Name: \_\_\_\_\_ Major: \_\_\_\_\_ Degree: \_\_\_\_\_

**Employment:** List previous three years. If you have held more than three jobs in the past three years, explain the reasons for leaving. (Use additional paper if necessary.)

<u>Employer</u>	<u>Type of work</u>	<u>How long</u>	<u>Reason for leaving</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Camp Experience:**

<u>Camp Name</u>	<u>Camper or Staff?</u>	<u>Dates</u>
_____	_____	_____
_____	_____	_____

**References:** Give names and phone numbers of three persons who have knowledge of your character, experience, and ability. Include one relative. List your pastor on page 3.

<u>Name</u>	<u>Relationship</u>	<u>Address</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Hope's Haven Camp Staff Application**

Name: \_\_\_\_\_

**Christian Background:**

How long have you been a Christian? \_\_\_\_\_

What does it mean to you when you say you are a Christian? \_\_\_\_\_

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If someone asked you, "How do I become a Christian," what would you say? \_\_\_\_\_

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In what ways have you helped others to accept Christ as their Savior? \_\_\_\_\_

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Tell us about your daily walk with the Lord, that is, your daily spiritual habits. Not your ideal but reality.

Prayer: \_\_\_\_\_

Bible Study: \_\_\_\_\_

Church Attendance: \_\_\_\_\_

Other Activities: \_\_\_\_\_

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How has God led you to fill out this application, or why do you feel led to work at Hope's Haven?

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**Church Membership:**

Name of present church: \_\_\_\_\_ Pastor: \_\_\_\_\_

Affiliation or denomination: \_\_\_\_\_ Phone: \_\_\_\_\_

Years you have been a member: \_\_\_\_\_

If you have been a member of this church for less than a year, please list your previous church:

\_\_\_\_\_ Pastor: \_\_\_\_\_ Phone: \_\_\_\_\_

Have you helped or led in church ministries or positions? \_\_\_\_\_ Explain: \_\_\_\_\_

\_\_\_\_\_

**Doctrine:**

The following are doctrines on which we would like to know your agreement or disagreement. Attach an additional sheet if you have comments.

	Agree	Disagree
❖ The divine inspiration, authority, and accuracy of the entire Bible	<input type="checkbox"/>	<input type="checkbox"/>
❖ The Trinity -- Father, Son, and Spirit -- 3 persons = one God	<input type="checkbox"/>	<input type="checkbox"/>
❖ The fall of man, his moral depravity, and need of salvation	<input type="checkbox"/>	<input type="checkbox"/>
❖ That Jesus Christ died in our place and that we are saved by faith alone, <u>not</u> by works/good deeds "lest any man should boast." (Eph. 2:8-9)	<input type="checkbox"/>	<input type="checkbox"/>
❖ The eternal life of the saved and the eternal punishment of the lost	<input type="checkbox"/>	<input type="checkbox"/>
❖ The virgin birth of Jesus Christ	<input type="checkbox"/>	<input type="checkbox"/>
❖ The indwelling of the Holy Spirit in believers	<input type="checkbox"/>	<input type="checkbox"/>
❖ The eminent return of Jesus Christ	<input type="checkbox"/>	<input type="checkbox"/>

Do you think that once a person is saved that he/she can lose his/her salvation? Explain: \_\_\_\_\_

\_\_\_\_\_

What do you understand the gifts of the spirit to be? \_\_\_\_\_

\_\_\_\_\_

**Attitudes:**

Do you consider some races to be superior to others? Explain: \_\_\_\_\_

\_\_\_\_\_

How have you worked or would you work with people of other cultures, races, or religions? \_\_\_\_\_

\_\_\_\_\_

Are you willing to work cooperatively with other Christians who do not have the same viewpoints of doctrine as you have, but who subscribe to our statement of faith? \_\_\_\_\_

\_\_\_\_\_

Will you be willing to follow and to cooperate with the decisions of those who will direct your service?

\_\_\_\_\_

**Hope's Haven Camp Staff Application**

Name: \_\_\_\_\_

**Skills:**

On the following list, put a 1 before those activities you can organize and teach as an expert, 2 next to those activities you can assist in teaching, and a 3 next to those that interest you.

**Arts/Crafts**

- \_\_\_ Leather
- \_\_\_ Nature craft
- \_\_\_ Sketching
- \_\_\_ Tie-dye

**Dramatics**

- \_\_\_ Play directing
- \_\_\_ Skits
- \_\_\_ Puppetry

**Nature**

- \_\_\_ Animals
- \_\_\_ Birds
- \_\_\_ Insects
- \_\_\_ Stars
- \_\_\_ Rocks
- \_\_\_ Weather
- \_\_\_ Trees
- \_\_\_ Hiking
- \_\_\_ Survival

**Miscellaneous**

- \_\_\_ Certified lifeguard
- \_\_\_ CPR
- \_\_\_ First Aid

**Music**

- \_\_\_ Lead singing
- \_\_\_ Singing voice
- \_\_\_ Play guitar

**Sports**

- \_\_\_ Archery
- \_\_\_ Basketball
- \_\_\_ Swimming
- \_\_\_ Volleyball

Any other skills that might be useful at camp: \_\_\_\_\_

**Personal Information:**

Do you have any impairment that could interfere with your ability to perform at camp? \_\_\_\_\_

Are you aware that being a camp staff member is not a paid position? \_\_\_\_\_

Are you willing to commit to reading the Mentor or Guide Training Handbook before you come to camp? \_\_\_\_\_

Are you willing to commit to attending Staff Training at Grace Community Church, Herndon on **May 18, 2019 from 10am-3pm**? \_\_\_\_\_

Is there any other personal information about you that we should know? \_\_\_\_\_

What contribution do you think you can make at camp? \_\_\_\_\_

How did you hear about Hope's Haven? \_\_\_\_\_

Are you available for an interview? \_\_\_\_\_ Where? \_\_\_\_\_

*All of the information that I have supplied in this application is true to the best of my knowledge. I have also read Hope's Haven's Statement of Faith (on page 2), and I agree with these biblical principles.*

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

**(Please also sign and return the agreements on the following pages.)**

**Parent Signature (if under age 18):** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Criminal Record Check and Child Abuse Background Clearance Requirements**

In order to provide a safe environment for the children at Hope's Haven Camp, and in accordance with Pennsylvania Law, the following forms and signatures are required for all staff ages 18 and older.

Hope's Haven requires that all new staff apply for a new Child Abuse Clearance and Criminal Record Check.

1. **Child Abuse Certification**

You can apply for your clearance at <https://www.compass.state.pa.us/cwis/public/home>. Create an Individual account and provide necessary information. Clearances for volunteers if free-of-charge. If you need any assistance with obtaining this clearance, please contact us.

1. **Criminal History Check.** Hope's Haven will complete this record check for you based on the information provided in this application. A completed clearance will be provided to both Hope's Haven and sent to the email you provided on this application.

2. If you are NOT a resident of Pennsylvania, or have not been a resident continuously for the past 10 years, a **Federal FBI fingerprinting** is required every three years. You need to register at the Department of Human Services <https://www.pa.cogentid.com/index.htm>. **This is not free.** In addition, we will need a Criminal History Check and Child Abuse Clearance from your state of residence. These clearances are required by **April 30, 2019.**

I certify that I have been a resident of Pennsylvania continuously for at least 10 years prior to the date listed:

\_\_\_\_\_  
**Signature** **Date**

3. In accordance Pennsylvania Child Protective Services Law, section 6344(c), I certify that I have not been convicted of any of the following crimes or equivalent crimes in any other jurisdiction within the last five years:

- Chapter 25 (relating to criminal homicide).
- Section 2702 (relating to aggravated assault).
- Section 2709.1 (relating to stalking).
- Section 2901 (relating to kidnapping).
- Section 2902 (relating to unlawful restraint).
- Section 3121 (relating to rape).
- Section 3122.1 (relating to statutory sexual assault).
- Section 3123 (relating to involuntary deviate sexual intercourse).
- A felony offense under section 5902(b) (relating to prostitution and related offenses).
- Section 3124.1 (relating to sexual assault).
- Section 3125 (relating to aggravated indecent assault).
- Section 3126 (relating to indecent assault).
- Section 3127 (relating to indecent exposure).
- Section 4302 (relating to incest).
- Section 4303 (relating to concealing death of child).
- Section 4304 (relating to endangering welfare of children).
- Section 4305 (relating to dealing in infant children).
- Section 5903(c) or (d) (relating to obscene and other sexual materials and performances).
- Section 6301 (relating to corruption of minors).
- Section 6312 (relating to sexual abuse of children).
- The attempt, solicitation or conspiracy to commit any of the offenses set forth in this paragraph.
- A felony offense under the act of April 14, 1972 (P.L.233, No.64), known as The Controlled Substance, Drug, Device and Cosmetic Act

\_\_\_\_\_  
**Signature** **Date**

## **EXPECTATIONS FOR HOPE'S HAVEN CAMP STAFF**

1. **Come to camp spiritually prepared and physically rested.**
2. Put the needs of the campers above your own.
3. Spend more time interacting with the campers than socializing with other staff.
4. Participate in all camp activities with assigned campers and your camp team, such as games, clean up, and Bible stories.
5. Encourage growth in your campers, realizing that every camp activity is a learning opportunity.
6. Respect the authority of the staff over you.
7. Perform duties as assigned by the camp director.
8. During activities, such as meals, pool, and games, help to supervise all campers (as well as your assigned campers).
9. Make sure you and your assigned campers are on time for scheduled activities.
10. Mentors – Sleep in the same cabin with your campers, if they are the same gender as you.
11. Be ready to share a 3-5 minute testimony.
12. Help to keep the campsite area clean.
13. Be enthusiastic and have fun!

**I agree to hold all information regarding campers confidential. I will not relay any camper information, including camper names, to anyone outside of the Hope's Haven camp. Breaching this agreement may result in my inability to serve as staff in the future.**

**I agree with the expectations that will be required of me at camp, and I will do my best to fulfill them. If another staff member brings it to my attention that I am falling short in a particular area, I will respect his/her correction, and I will make an effort to change my behavior.**

**❖ I agree/disagree (circle one) that any pictures of me taken at camp may be used to promote camp on our website or during speaking engagements.**

Signed: \_\_\_\_\_

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



## **HAZARDOUS MATERIALS**

**It's everywhere.**

**Everyone is vulnerable.**

**We must pro-actively address it.**

- In a survey by pastors.com of more than 5,000 pastors, more than 55% had visited a pornographic website within the year, and 33% had visited a sexually explicit site within the previous three weeks.
- A Focus on the Family survey showed that 1 in 5 Americans have visited sexually oriented sites.
- Nine out of ten of the 500 men attending a church retreat in California indicated that lust, porn, or fantasy was the habitual, continual, and fatal disconnecting factor in their relationship with God.
- Six out of ten highschoolers have had sexual intercourse. The latest trends, even in churched teens, shows most endorse "dirty dancing," group sex, "friends with benefits" – a kind of non-committal relationships for having sexual favors or "messaging around," and the like.

"But among you there must not be even a hint of sexual immorality, or of any kind of impurity... because these are improper for God's holy people." (Ephesians 5:3 NIV)

Did God mean that there must not even be a "hint of sexual immorality?" A pinch of cinnamon, when steeped in coffee grounds, changes the character of the brew. We believe that similar to adding a "hint" of cinnamon to your coffee, a "small" or hidden sin can affect the purity and effectiveness of a Christian ministry. **Please sign the following agreement, and return it with your application.**

### **HAZARDOUS MATERIALS HANDLING AGREEMENT**

**I, \_\_\_\_\_, agree to hold to a strong standard of biblically based sexual integrity on and off the camp property. I understand that our culture is confronted with an out-of-control immorality where secret sins lead to a sick character, which leads to sick conduct and sin. I agree that my private life affects my ministry at Hope's Haven, and that I will not harbor secret sins. I will repent and forsake pornography, lust, and immorality. If I have had a problem in this area, I will not keep it a secret any longer but will find an accountability partner. My sin and secrecy will not be allowed to isolate me to live a double life. I agree that the camp leadership are stewards of this ministry and have a right to correct or dismiss me if I violate Biblical sexual standards. I agree to a zero tolerance policy for pornography, fornication, sexual abuse, and similar immorality. This does not mean that staff, mentors, and guides are to be perfect. I will hold a standard of being open and honest with high sexual integrity as my standard.**

**Ecclesiastes 4:12 NIV – Though one may be overpowered, two can defend themselves. A cord of three strands is not quickly broken.**

**Ephesians 5:3 NIV – But among you there must not be even a hint of sexual immorality, or of any kind of impurity, ... because these are improper for God's holy people.**

**Your Camp Directors agree with and commit to these same standards.**

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

# PASTORAL RECOMMENDATION FORM



*(Must be completed for new staff only by pastor or spiritual mentor. Form is to be mailed by the pastor or mentor directly to Hope's Haven, not submitted with your application.)*

Hope's Haven is a nondenominational Christian organization that conducts summer camps for children who are current or former wards of the state. The purpose of this ministry is to introduce abused and neglected children to the life-changing and healing reality of Jesus Christ and to help equip them to have meaningful, productive lives. We do this through a back-to-nature, fun-filled, and overnight camping experience.

The individuals who staff our summer camps are volunteers. Serving with Hope's Haven is a short-term missions trip. When choosing our staff, we look for committed and mature Christians with a heart for serving hurting children.

With this in mind, please complete this recommendation form honestly, giving detailed answers. Our decision to accept this applicant is based in part on your recommendation. After completing the form, mail it directly to us. Please, sign your name on the envelope seal to ensure confidentiality. **Mail to: Hope's Haven, 661 E. Market St., Williamstown, PA 17098.** Questions? Please, contact 570-850-9443 or [info@hopeshavencamp.org](mailto:info@hopeshavencamp.org).

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Applicant's name \_\_\_\_\_  
Name of Reference \_\_\_\_\_  
Phone \_\_\_\_\_ E-mail \_\_\_\_\_  
Your church \_\_\_\_\_  
How long have you known the applicant? \_\_\_\_\_ Relationship to applicant \_\_\_\_\_

Does the applicant know Christ as his/her personal Savior and Lord? **Please circle:** Yes No I don't know

**Rate the applicant in the following areas using this scale. (1 = lowest and 5 = highest)**

Spiritual maturity	1 2 3 4 5	Ability to cope with stress	1 2 3 4 5
Prayer life	1 2 3 4 5	Emotional stability	1 2 3 4 5
Church involvement	1 2 3 4 5	Morals and integrity	1 2 3 4 5
Faithfulness and commitment	1 2 3 4 5	Ability to work with others	1 2 3 4 5

**If you gave a 3 or below for any area, please explain** \_\_\_\_\_  
\_\_\_\_\_

Would you trust this person to lead someone to the Lord? **Please circle:** Yes No  
Why or why not? \_\_\_\_\_  
\_\_\_\_\_

What are the applicant's strong points (include special abilities)? \_\_\_\_\_  
\_\_\_\_\_

What are the applicant's weaknesses? \_\_\_\_\_  
\_\_\_\_\_

**I can recommend this applicant:**

- \_\_\_\_\_ in the highest regard. They will be an excellent part of your camp!
- \_\_\_\_\_ with some slight concern, but they will do a good job.
- \_\_\_\_\_ not at all. They are not ready for this mission opportunity.

**Please tell us why (use the back if necessary)** \_\_\_\_\_  
\_\_\_\_\_

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