



## After School Staff Application

4300 Camp Chestnut Ridge Road, Efland, NC 27243

[www.campchestnutridge.org](http://www.campchestnutridge.org) • (919) 338-2820 • fax (866) 372-5801



At Chestnut Ridge, we take ministry very seriously!

### **We are looking for people to**

**LAUGH**

**PLAY**

**CLIMB**

**UNITE**

**CREATE**

**SMILE**

**DISCOVER**

**& EXPLORE**

### **Chestnut Ridge staff members are:**

- Positive • Hard Working • Christian leaders • Not afraid to get dirty
- Willing to follow Christ's example of service by putting others before themselves.
  - Dedicated to making a positive impact on a child's life

*If you are ready and willing, join us at Chestnut Ridge!*



# After School Staff Application

4300 Camp Chestnut Ridge Road, Efland, NC 27243  
[www.campchestnutridge.org](http://www.campchestnutridge.org) • (919) 338-2820 • fax (866) 372-5801

We are glad that you are considering serving on staff at Chestnut Ridge. Our After School staff enjoys working in an intentional Christian community which worships through Word, table, service, and fellowship. We look forward to the opportunity to get to know you better through this application. Please complete each section thoroughly.

Date of Application \_\_\_\_\_

Name \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Current Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone ( ) \_\_\_\_\_ Email \_\_\_\_\_

Permanent Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone ( ) \_\_\_\_\_ Email \_\_\_\_\_

Local church affiliation \_\_\_\_\_ How often do you attend worship? \_\_\_\_\_

High School and expected or actual year of graduation: \_\_\_\_\_

College and expected or actual year of graduation: \_\_\_\_\_

Major: \_\_\_\_\_

**Camp Experience (attach additional page if necessary)**

Dates	Camp and Director	Job Responsibilities	Camper or Staff?

**Work Experience (attach additional page if necessary)**

Dates	Employer/Supervisor	Address/Phone	Nature of Work



The following is the Apostle's Creed, a basic creed of the church. Please read carefully and respond:

I believe in God, the Father Almighty,  
the Creator of heaven and earth,  
and in Jesus Christ, His only Son, our Lord:  
Who was conceived of the Holy Spirit,  
born of the Virgin Mary,  
suffered under Pontius Pilate,  
was crucified, died, and was buried.  
He descended into hell.  
The third day He arose again from the dead.  
He ascended into heaven  
and sits at the right hand of God the Father Almighty,  
whence He shall come to judge the living and the dead.  
I believe in the Holy Spirit, the holy \*catholic church,  
the communion of saints,  
the forgiveness of sins,  
the resurrection of the body,  
and life everlasting.  
Amen.

*\*The word "catholic" refers to the universal church of the Lord Jesus Christ.*

- I fully believe all of what is set forth in this creed.
- I do not fully believe the whole of what is set forth in this creed. Please explain below or attach additional sheets as necessary.

<b>Background and References</b>
----------------------------------

**References:** Please provide three references not related to you who have knowledge of your character, experiences, ability to work with children, and Christian walk. At least one must be someone who knows you from a ministry setting. Provide them with a reference form and ask them to complete and mail it as soon as possible.

Name	Relationship	Full Address	Phone	Email

**Harassment** Chestnut Ridge's policy prohibits all forms of harassment by our employees. This includes sexual, racial, religious, and other forms of harassment. Have you ever been accused of harassment of any person including, but not limited to, workplace harassment?

\_\_\_ Yes \_\_\_ No      If yes, please explain:

\_\_\_\_\_

**Criminal Record** Have you ever been convicted of a crime, other than a minor traffic offense?

\_\_\_ Yes \_\_\_ No      If yes, please explain:

\_\_\_\_\_

*Employment at Chestnut Ridge assumes your honesty and integrity in the interviewing and hiring process as well as during the period of employment. We desire to ensure the safety and well being of each camper. Therefore, we will check references, run a criminal background check, and administer a drug test for each applicant. Your signature authorizes investigation of all statements herein, including any checks of criminal records, and releases Chestnut Ridge and all others from liability in connection with same. If employed, you will be an at-will employee. Furthermore, untrue, misleading, or omitted information herein or in any other document completed may result in dismissal, regardless of the time of discovery by the camp.*

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

Once your application and references are received the camp will be in contact with you. Please feel free to call to check the status of your application. We look forward to meeting those God calls here each year!



# Chestnut Ridge Reference Form

4300 Camp Chestnut Ridge Road, Efland, NC 27243  
[www.campchestnutridge.org](http://www.campchestnutridge.org) • (919) 338-2820 • fax (866) 372-5801

Camp and Retreat Center

I \_\_\_\_\_ (applicant name) have applied to work at Chestnut Ridge Camp & Retreat Center, a Christian camp for boys and girls ages 5-16. My signature below authorizes you to provide Chestnut Ridge Camp & Retreat Center with information about me. I release you, your organization and Chestnut Ridge Camp & Retreat Center from all liability and or damage whatsoever arising there from. All information is held in the strictest confidence. I DO/ DO NOT (circle one) voluntarily waive my right to view this form as long as it is used for its stated purpose.

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

Below this box to be completed by the reference.

How long have you known the applicant and in what capacity? \_\_\_\_\_

Evaluation	Excellent	Very Good	Good	Fair	N/A
Attitude	—	—	—	—	—
Integrity	—	—	—	—	—
Maturity	—	—	—	—	—
Patience	—	—	—	—	—
Responsibility	—	—	—	—	—
Creativity	—	—	—	—	—
Leadership Ability	—	—	—	—	—
Work Ethic/Habits	—	—	—	—	—
Team Player	—	—	—	—	—
Adaptability	—	—	—	—	—
Relates well to children	—	—	—	—	—
Accepts direction well	—	—	—	—	—
Faith commitment	—	—	—	—	—

Would you be willing to have your child (or any child you care for) under the direction and guidance of the applicant?  
\_\_\_\_\_

What about the applicant most qualifies him/her for a job as a camp counselor? \_\_\_\_\_  
\_\_\_\_\_

What indications do you have of the applicant's Christian faith? \_\_\_\_\_  
\_\_\_\_\_

Do you know of anything in the applicant's background or character that would keep him/her from working well with children?  
\_\_\_\_\_

Do you have any knowledge that the applicant would pose a threat to children? \_\_\_\_\_

Is there anything else you would like to add? \_\_\_\_\_  
\_\_\_\_\_

**Thank you** for taking the time to complete this form. We take great care to hire Christian staff who enjoy children, the outdoors, and living in community. The information that you supply helps us select the very best staff to work with our summer campers.

Reference completed by: \_\_\_\_\_

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

Phone: (\_\_\_\_) \_\_\_\_\_ Best time to call: \_\_\_\_\_

**Please mail or fax this form to:**

Chestnut Ridge Camp & Retreat Center, 4300 Camp Chestnut Ridge Rd., Efland, NC 27243

If you have any questions, please contact Jeana Schopfer at (919) 338-2820 or at [info@campchestnutridge.org](mailto:info@campchestnutridge.org).



# Chestnut Ridge Reference Form

4300 Camp Chestnut Ridge Road, Efland, NC 27243  
[www.campchestnutridge.org](http://www.campchestnutridge.org) • (919) 338-2820 • fax (866) 372-5801

Camp and Retreat Center

I \_\_\_\_\_ (applicant name) have applied to work at Chestnut Ridge Camp & Retreat Center, a Christian camp for boys and girls ages 5-16. My signature below authorizes you to provide Chestnut Ridge Camp & Retreat Center with information about me. I release you, your organization and Chestnut Ridge Camp & Retreat Center from all liability and or damage whatsoever arising there from. All information is held in the strictest confidence. I DO/ DO NOT (circle one) voluntarily waive my right to view this form as long as it is used for its stated purpose.

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

Below this box to be completed by the reference.

How long have you known the applicant and in what capacity? \_\_\_\_\_

<u>Evaluation</u>	Excellent	Very Good	Good	Fair	N/A
Attitude	—	—	—	—	—
Integrity	—	—	—	—	—
Maturity	—	—	—	—	—
Patience	—	—	—	—	—
Responsibility	—	—	—	—	—
Creativity	—	—	—	—	—
Leadership Ability	—	—	—	—	—
Work Ethic/Habits	—	—	—	—	—
Team Player	—	—	—	—	—
Adaptability	—	—	—	—	—
Relates well to children	—	—	—	—	—
Accepts direction well	—	—	—	—	—
Faith commitment	—	—	—	—	—

Would you be willing to have your child (or any child you care for) under the direction and guidance of the applicant?  
 \_\_\_\_\_

What about the applicant most qualifies him/her for a job as a camp counselor? \_\_\_\_\_  
 \_\_\_\_\_

What indications do you have of the applicant's Christian faith? \_\_\_\_\_  
 \_\_\_\_\_

Do you know of anything in the applicant's background or character that would keep him/her from working well with children?  
 \_\_\_\_\_

Do you have any knowledge that the applicant would pose a threat to children? \_\_\_\_\_

Is there anything else you would like to add? \_\_\_\_\_  
 \_\_\_\_\_

**Thank you** for taking the time to complete this form. We take great care to hire Christian staff who enjoy children, the outdoors and living in community. The information that you supply helps us select the very best staff to work with our summer campers.

Reference completed by: \_\_\_\_\_

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

Phone: (\_\_\_\_\_) \_\_\_\_\_ Best time to call: \_\_\_\_\_

**Please mail or fax this form to:**

Chestnut Ridge Camp & Retreat Center, 4300 Camp Chestnut Ridge Rd., Efland, NC 27243

If you have any questions, please contact Jeana Schopfer at (919) 338-2820 or at [info@campchestnutridge.org](mailto:info@campchestnutridge.org).



# Chestnut Ridge Reference Form

4300 Camp Chestnut Ridge Road, Efland, NC 27243  
[www.campchestnutridge.org](http://www.campchestnutridge.org) • (919) 338-2820 • fax (866) 372-5801

Camp and Retreat Center

I \_\_\_\_\_ (applicant name) have applied to work at Chestnut Ridge Camp & Retreat Center, a Christian camp for boys and girls ages 5-16. My signature below authorizes you to provide Chestnut Ridge Camp & Retreat Center with information about me. I release you, your organization and Chestnut Ridge Camp & Retreat Center from all liability and or damage whatsoever arising there from. All information is held in the strictest confidence. I DO/ DO NOT (circle one) voluntarily waive my right to view this form as long as it is used for its stated purpose.

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

Below this box to be completed by the reference.

How long have you known the applicant and in what capacity? \_\_\_\_\_

Evaluation	Excellent	Very Good	Good	Fair	N/A
Attitude	—	—	—	—	—
Integrity	—	—	—	—	—
Maturity	—	—	—	—	—
Patience	—	—	—	—	—
Responsibility	—	—	—	—	—
Creativity	—	—	—	—	—
Leadership Ability	—	—	—	—	—
Work Ethic/Habits	—	—	—	—	—
Team Player	—	—	—	—	—
Adaptability	—	—	—	—	—
Relates well to children	—	—	—	—	—
Accepts direction well	—	—	—	—	—
Faith commitment	—	—	—	—	—

Would you be willing to have your child (or any child you care for) under the direction and guidance of the applicant?  
\_\_\_\_\_

What about the applicant most qualifies him/her for a job as a camp counselor? \_\_\_\_\_  
\_\_\_\_\_

What indications do you have of the applicant's Christian faith? \_\_\_\_\_  
\_\_\_\_\_

Do you know of anything in the applicant's background or character that would keep him/her from working well with children?  
\_\_\_\_\_

Do you have any knowledge that the applicant would pose a threat to children? \_\_\_\_\_

Is there anything else you would like to add? \_\_\_\_\_  
\_\_\_\_\_

**Thank you** for taking the time to complete this form. We take great care to hire Christian staff who enjoy children, the outdoors and living in community. The information that you supply helps us select the very best staff to work with our summer campers.

Reference completed by: \_\_\_\_\_

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

Phone: (\_\_\_\_) \_\_\_\_\_ Best time to call: \_\_\_\_\_

**Please mail or fax this form to:**

Chestnut Ridge Camp & Retreat Center, 4300 Camp Chestnut Ridge Rd., Efland, NC 27243

If you have any questions, please contact Jeana Schopfer at (919) 338-2820 or at [info@campchestnutridge.org](mailto:info@campchestnutridge.org).