



OAK HILL CHRISTIAN SERVICE CAMP

Planting seeds that will grow

www.oakhillcamp.org

***Thank you for your interest in the summer camp staff position at Oak Hill Christian Service Camp.
This position is more than just a job - it's a ministry!***

APPLICANT INFORMATION:

Applicant Name: _____

Address: _____ City: _____ State: _____

Phone Number: _____ Email: _____

Gender: Male Female

CITIZENSHIP:

Are you a US citizen? Yes No

If non-citizen, are you authorized to work in the US legally? Yes No

OTHER INFORMATION:

Have you ever been convicted of a felony? Yes No

If yes, please explain: _____

Do you have any physical or mental impairment which would interfere with your ability to perform the job for which you are applying? Yes No

If yes, please explain your impairment and how it would affect your ability to perform the duties of the position? _____

EDUCATION:

Are you a high school graduate? Yes No

Year of graduation: _____

Are you currently attending or entering college? Yes No

If yes, expected graduation date: _____

Major: _____

PERSONAL REFERENCES:

Personal Reference #1:

Name: _____

Address: _____ City: _____ State: _____

Phone Number: _____ Email: _____

Personal Reference #2:

Name: _____

Address: _____ City: _____ State: _____

Phone Number: _____ Email: _____

MINISTRY REFERENCE: *Must be from someone involved in ministry*

Ministry Reference:

Name: _____

Address: _____ City: _____ State: _____

Phone Number: _____ Email: _____

PAST EMPLOYMENT EXPERIENCE: *Please list up to the three most recent jobs you've had*

Past Employer #1: _____

Address: _____ City: _____ State: _____

Position: _____ Dates of Employment: _____

Reason for leaving: _____

Contact person: _____ Phone or Email: _____

Past Employer #2: _____

Address: _____ City: _____ State: _____

Position: _____ Dates of Employment: _____

Reason for leaving: _____

Contact person: _____ Phone or Email: _____

Past Employer #3: _____

Address: _____ City: _____ State: _____

Position: _____ Dates of Employment: _____

Reason for leaving: _____

Contact person: _____ Phone or Email: _____

PERSONAL FAITH:

As a ministry it is important to us that we are hiring people who are active in their own faith. Please answer the following questions so we can understand your own personal Christian experience

Are you an immersed believer? Yes No

Please share a little about your personal conversion experience. Where were you baptized? When? What led to your decision? _____

What church do you currently attend? _____

Please describe your level of involvement at your church: _____

Please read the attached Belief Statement and Code of Conduct before answering the following questions:

I have read and agree with the Belief Statement of the Oak Hill Christian Service Camp: Yes No

If no, please explain what you do not agree with in the Belief Statement: _____

I have read and agree to abide by the Code of Conduct of the Oak Hill Christian Service Camp: Yes No

Please share about your own camp experience(s): _____

SELF-EVALUATION:

What are your greatest strengths? _____

What are your biggest weaknesses? _____

What contributions do you think you can bring to Oak Hill this summer? _____

What do you think would be the hardest part of working at camp for you? _____

AVAILABILITY:

The summer camp staff are a vital part of the day to day operations of each week of camp. Being short staffed for even a day or two has a dramatic effect on how camp runs. Please let us know up front of any conflicts that you are aware of that would prevent you from working during the summer. (NOTE: Family emergencies happen and obviously cannot be planned ahead of time.)

Due to the nature of the COVID-19 pandemic the 2022 summer camp schedule is subject to change without much notice, however, staff should be available for work from June 1st through August 6th.

Are there any dates from June 10th – Aug 6th that you know you will be unavailable? Yes No

If yes, what dates and why: _____

Please check any skills/experience you feel you have that will help you in this position

- First Aid
- Food service
- Recreation
- Yard Work
- Cleaning
- Mechanical
- Lifeguard Certification
- Other

Do you have your driver's license? Yes No

Do you have your own reliable transportation? Yes No

Do you have a current lifeguard certification? Yes No

If no, would you be willing to get lifeguard certification at camp's expense: Yes No

Have you read the job description (attached to this application)? Yes No

I understand and accept the job description as written: Yes No

SIGNATURE:

By signing below:

- 1) I certify that my answers are true and complete to the best of my knowledge.
- 2) I understand and agree that to the extent permitted by law, Oak Hill Christian Service Camp may secure criminal history information about me.
- 3) I am a committed Christian, and will do my best to conduct myself in a manner as to cause no question to the name of Christ or the ministry of Oak Hill Camp.
- 4) If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____



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OUR BELIEF STATEMENT

(Adopted November 17, 2005; Revised April 16, 2020)

WE BELIEVE that Jesus is the Son of God. His birth was divine. His life reveals God's will for us; and is our example. He died for our sins, and rose again to become our living Savior. He ascended to Heaven from which we confidently expect His Personal Return at any time, as He promised. [John 14:1-3]

THE CHURCH is His Body. It was divinely established. It is commissioned of Christ to go and tell "the Good News" to the whole creation. Christ is the Head of the Church. Division of His Body is sinful, and hinders evangelism.

MEMBERS are added to the Church (His Body, Family, Kingdom) by Christ only if they meet His terms of admission, which is God's way to become a Christian:

1. By Hearing the Good News and Believing it by Faith [Acts 16:30-31; Romans 10:17]
2. By Repenting (turning and forsaking sin) [Acts 2:38, 17:30; Luke 13:3]
3. By Confession [Romans 10:9-10; Matthew 10:32]
4. By Baptism (burial in water) [Acts 2:38, 41; 8:35-39; Romans 6:3-6; Colossians 2:12]

BAPTISM is for believers only. It is an immersion in water for the remission of sins. We rise from the water in newness of life as a born-again believer. [John 3:5]

THE COMMUNION is an act of worship. It is a meeting of believers to keep the blood covenant until Christ's return. It is a memorial of Christ's death for our sins, and is observed every Lord's Day. [Acts 20:7; I Corinthians 11:23-32]

THE BIBLE IS GOD'S WORD and is our absolute Authority. The New Testament is especially important for us, as it contains Christ's teachings, the beginning of His Church, the divine instruction manual for a happy Christian life. It assures us of the ultimate victory of Christ and His Church. [2 Timothy 3:16-17]

CHRISTIANS are meant to grow in character and in strength. This is accomplished by:

1. A life of faith and service every day (also seen in church involvement).
2. Faithfulness to the Church.
3. Daily prayer and Bible reading, which develops Christ-like spirit that helps others to believe in and accept the Lord. A Daily Quiet Time is a must.
4. Separation from the world.

MARRIAGE AND SEXUAL PURITY

We believe the term "marriage" has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture (Matt. 19:4-6). We believe that marriage between one man and one woman, for life, uniquely reflects Christ's relationship with His Church (Eph. 5:21-33). We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other (1 Cor. 6:18; 7:2-5; Heb. 13:4). We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.

We believe that any form of sexual immorality (including adultery, cohabitation, fornication, homosexual behavior, bisexual conduct, bestiality, incest, or use of pornography) is sinful and offensive to God (Matt. 15:18-20; 1 Cor. 6:9-10).

We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ (Acts 3:19-21; Rom 10:9-10; 1 Cor 6:9-11).

We believe that every person must be afforded compassion, love, kindness, respect, and dignity (Mark 12:28-31; Luke 6:31). Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture nor the doctrines of Oak Hill Christian Service Camp.

SEXUALITY

We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary sexes together reflect the image and nature of God (Gen. 1:26-27). Rejection of one's biological sex is a rejection of the image of God within that person.

SANCTITY OF HUMAN LIFE

We believe that all human life is sacred and created by God in His image. Human life is of inestimable worth in all its dimensions, including pre-born babies, the aged, the physically or mentally challenged, and every other stage or condition from conception through natural death. We are therefore called to defend, protect, and value all human life. (Ps. 139.)

AN INVITATION: If you are not a Christian, you may become such by obeying God's plan of salvation. This obedience will make you a member of His Body (the Church). Christ invites you through us . . . will you accept Him today?



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Code of Conduct

*Don't let anyone look down on you because you are young, but set an example for the believers in speech, in conduct, in love, in faith and in purity.
1 Timothy 4:12*

I. PURPOSE

In light of Oak Hill Christian Service Camp's ("Camp") Belief Statement, and in recognition of personal physical privacy rights and the need to ensure individual safety and maintain camp discipline, this code of conduct is enacted to advise staff, volunteers, campers and visitors of their responsibilities with regard to conduct, speech and use of living quarters, restrooms, locker rooms, showers, and any other Camp facilities where individuals may be undressing in the presence of others.

II. POLICY

Respectfulness:

All staff, volunteers, campers and visitors of the Camp will be respectful of one another (Romans 12:10, Philippians 2:3).

Speech:

Language used at Camp should be useful for building others, truthful, and kind (Ephesians 4:25-32). The use of profanity, gossip, or crude or abusive speech is strictly prohibited at camp

Fighting:

Fighting is strictly prohibited at camp (Ephesians 4:31).

Destruction, Abuse, or Theft of Property:

Vandalism or theft of Camp property, or the property of staff, volunteers, campers and visitors of the Camp is strictly prohibited. (Examples: Rolls of toilet paper strung in trees/cabins; breaking glass; destroying screens in windows/doors, etc.). The cost to repair and/or replace damaged property will be the responsibility of the person causing damage.

Prohibited Substances:

There shall be absolutely none of the following on camp property or at any camp function (1 Corinthians 6:19-20). Prohibited items will be confiscated.

- A) Tobacco products
- B) Vaping, e-cigarette, Juul types of products, moist snuff, waterpipes, any nicotine products, etc.
- C) Alcoholic beverages
- D) Drugs (except for prescription medications, which are to be disclosed at check-in and left with the camp nurse)

Prohibited Items:

There shall be absolutely none of the following on camp property or at any camp function. Prohibited items will be confiscated and returned to a parent/guardian at checkout.

- A) Cell phones: No elementary through middle school campers may have cell phones at camp.
 - a. Exceptions include:
 - i. Campers with medical needs. (NOTE: Parents should notify dean and/or camp manager of this need at check-in)
 - ii. Junior Counselor (JC) cell phone use will be determined by the dean of each week.
- B) Electronic devices
- C) Fireworks
- D) Smoke devices
- E) Flammable materials

Purity:

All physical (romantic) conduct must be appropriate and demonstrate purity as an example for a Camp community (1 Thessalonians 4:3-5). Inappropriate displays of affection and/or sexual activity are not permitted at Camp.

Dress Code:

Oak Hill Camp is intentionally different from other non-Christian experiences. Even with constantly changing fashions, clothing can be both fashionable and modest. Our intention is not to be judgmental, but to help set a positive example in a world filled with other influences (Romans 12:2).

Campers' dress should not interfere with the orderly operation of camp and camp activities.

Final decisions regarding the appropriateness of clothing, footwear, and accessories will be made by the dean or the camp manager.

The following are general guidelines for dress for both campers and staff:

- a) Messages on clothing, jewelry, or other personal items that relate to drugs, alcohol, tobacco, sexual/suggestive, or vulgarity are not permitted.
- b) Clothing that interferes with orderly conduct or which attracts excessive attention will not be permitted.
- c) Skirts, dresses, jumpers, and shorts must completely cover the pelvic area and extend to the mid-thigh at all times, including while campers are standing, sitting, or engaging in physical activity.
- d) Clothing should not expose the camper's midriff, chest, or pelvic areas at any time.
- e) Sleeveless garments must have 2-inch straps and not expose undergarments. Spaghetti straps, tube tops, halter tops, camis, and tank tops may be worn under tops, shirts and blouses that have at least 2-inch coverage across each shoulder.
- f) Yoga pants and leggings may be worn with tops that provide additional coverage of the pelvic area.
- g) Pants and shorts must be worn and secured to prevent the camper's undergarments from being exposed, to prevent the waistband from sagging below the student's hips, and to prevent the garment from dragging on the floor.
- h) No 2-piece bikini-style swimsuits are allowed. Tankini-style swimsuits must cover the camper's midriff. No Speedo-style swimsuits permitted.
- i) Campers must wear a shirt at all times, with the exception of male campers in the pool.
- j) Footwear must be worn at all times (tennis shoes, sandals, flip flops, etc.).

Privacy & Sexuality:

Camp's sincerely-held religious belief is that God wonderfully and immutably creates each person as either male or female, and that these two distinct, complementary sexes together reflect the image and nature of God (Genesis 1:26-27). Rejection of one's sex is a rejection of the image of God within that person. Notwithstanding any other policy, Camp living quarters, restrooms, locker rooms, and showers designated for one sex shall only be used by members of that sex. "Sex" means the biological condition of being male or female as determined at birth.

In any other Camp facilities or settings where members or attendees of the Camp may be undressing in the presence of others (e.g. changing costumes during camp theatrical productions), Camp shall provide separate, private areas designated for use by staff, volunteers, campers and visitors of the Camp based on their sex.

Camp recognizes there may be instances where a person may experience disparity between their sex and their feelings about their sex. This disparity can motivate them to behave in ways contrary to God's Word and His plan for their lives. Camp encourages anyone who is struggling with their sexual identity to seek help from their minister, pastor and other trained professionals who might best assist them in clarifying and defining their sexual identity in accordance with God's Word.

Camp will at all times interact with staff, volunteers, campers and visitors of the Camp according to their sex. A staff, volunteer, camper or visitor who wishes to express a gender other than his or her sex is understood to be rejecting the truth and the image of God within that person. Biblical Christianity requires the body of Christ to compassionately dwell in the truth and assist those we love in doing the same (Ephesians 4:15).

III. ADHERENCE

Failure to adhere to their commitment to abide by the behavioral standards established by Camp is cause for terminating the privilege of participation in the Camp for any staff, volunteer, camper or visitor, at the parent/guardian's expense.

To preserve the function and integrity of Camp and to provide a Biblical role model to the Camp community and the community-at-large, it is imperative that all staff, volunteers, campers and visitors of the Camp community agree to and abide by this Code of Conduct.

Revised/Adopted May 2020



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Summer Camp Staff Job Description

Reports to: Camp Manager / Board of Directors Executive Committee

Date: February 9, 2016

Approved: February 18, 2016

JOB SUMMARY:

The Summer Camp Staff will assist the Camp Manager in performing routine daily maintenance and management functions throughout the camp season to insure each camper is provided a safe and enjoyable camping experience. Candidate should be 1a high school graduate and an active member of a Christian Church / Church of Christ.

This position is more than a “job” – It is truly a ministry of service. That understanding should run through every aspect of this position. Therefore, it is vitally important that the Summer Camp Staff conduct themselves in a matter that reflects a genuine relationship with Christ and sets an example in Christian morality, ethics and leadership.

DUTIES AND RESPONSIBILITIES:

Campfire:

- Gather firewood and start nightly camp fire according to weekly Dean’s schedule.
- Ensure safety is enforced at all times around camp fire and extinguish all flame/coals at conclusion of camp fire.

Pool Maintenance and Cleaning:

- Administer pool swimming tests at the beginning of each week of camp as appropriate for the age group.
- Daily assessment and adjustment of pool chemicals.
- Daily vacuuming of pool.
- Oversee that all safety rules are followed during all events within the pool area.

Canteen:

- Manage inventory and sales within the canteen during posted canteen times.
- Strictly maintain record of all canteen sales and be able to balance accounts at end of each week – prepare report for camp manager and camp treasurer(s).

Grounds Maintenance:

- Rake and remove any debris from pathways to cabins, vespers, camp fire area, etc. to prevent falls and injuries.
- Keep pavilion, vesper area, and campfire area clean of trash and debris.
- Mow and edge all grass areas on the camp property.
- Assess and empty all trash containers as needed.
- Ensure all bathrooms and bath houses are properly cleaned and adequately supplied daily.
- Assess cleaning supplies and inform camp manager when ordering is needed.
- Supervise the cleaning of the dining hall each evening.

Miscellaneous:

- Ensure all sporting and maintenance equipment are properly stored at the end of each camp day.
- Assist camp manager and/or camp cook in the receiving of the weekly food order.
- Run miscellaneous errands as assigned by the camp manager.
- May assist Camp Dean(s) with other assignments with approval of the Camp Manager.
- Check for mail daily. Outgoing mail should be taken to the main mailbox in the mornings and incoming mail to the dining hall by the evening meal.
- Check cabin areas daily, ensuring everything has been cleaned, beds are tidy, clothing picked up, trash emptied, etc. Notify dean if any areas need attention.

- Assist camp cook at meal times as needed, including cleanup.
- Assist with camp checkout cleaning procedures at the end of the week.
- Perform other duties as assigned.

KNOWLEDGE, SKILLS AND ABILITIES:

- Must conduct self in a Christian, moral, and ethical manner at all times.
- Accept responsibility for setting appropriate Christian leadership example to the campers.
- Ability to operate camp machinery and tools as needed.
- Ability to effectively supervise others as needed
- Must have a valid VA driver's license and dependable transportation
- Ability to act in leadership role during inclement weather.

WORK ENVIRONMENT/CONDITIONS

- Many responsibilities require the ability to work outside in summer heat.
- Must be able to walk, stand, and/or run as situation demands.
- Ability to lift and carry up to 30 lbs.
- Must work collaboratively in team environment.